

House of Laity
Leadership Committee
Chairperson, Job Description

Title: **Chairperson**

Term: **1 (or 2 years)**

Responsible to: **Ecumenical Catholic Communion**

Primary Responsibilities: (in addition to Responsibilities and Duties of HOL Delegate)

1. Represent HOL on the ECC Leadership Council.
2. Presides (or sees to the presiding) over the House of Laity when the Synod is in session.
3. Oversees, in cooperation with the HOL treasurer, the fiscal responsibilities of the HOL as delineated in the ECC constitution.
4. Provides leadership to the HOL Leadership Committee.
5. Chairs the meetings of the Leadership Committee after developing the agenda by conferring with HOL delegates.
6. Ensures the Leadership Committee takes a leading role in setting strategic direction for the HOL.
7. Helps committee build collegial working relationships that contribute to consensus among the Leadership Committee and the HOL delegates.
8. Discusses issues confronting the HOL with the updates the House of Pastors and House of Bishops.
9. Helps guide and mediate Leadership Committee actions with respect to HOL priorities and governance concerns.

10. Identifies functional and ad hoc committees and appoints committee Chairpersons in consultation with Leadership Committee Vice Chair.
11. Serves as ex officio as a member of committees and attends their meetings when invited.
12. Lead the Vice Chair's development process.
13. Leads annual evaluation of the performance of the HOL in achieving its mission.

Qualifications:

1. A commitment to Ecumenical Catholic Communion.
2. An understanding of the polity of the Ecumenical Catholic Communion, including the interrelationships and varied responsibilities of the HOL, the HOP, the Episcopal Council and the Office of the Presiding Bishop.
3. Ability to understand concepts and articulate ideas.
4. Ability to handle difficult and sensitive issues for the good of the HOL, and the ECC at large.
5. Ability to build consensus.
6. Excellent facilitation skills.
7. Ability and desire to commit the required time to fulfill Chair duties.