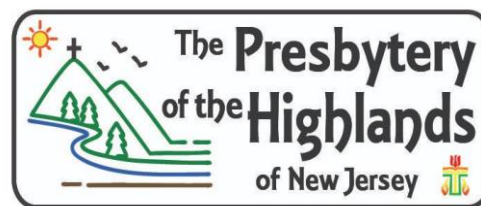


The Presbytery of the Highlands of New Jersey



Your Appointed Moderator

Introduction

The Commission on Ministry (G-1.0505) appoints a moderator to help a session and congregation have continuity in leadership during the times of transition or when a church doesn't have a pastor. A moderator is appointed by the Commission on Ministry and is authorized to serve in that role for a particular congregation. The person appointed is ordinarily a teaching elder member of The Presbytery of the Highlands.

Responsibilities of the Session

Welcome your temporary moderator! Help him/her get to know you and to know about your congregation so that she/he is able to effectively guide you in your work and decision-making.

You can help your appointed moderator be more effective by:

- Providing your moderator with a copy of your bylaws and minutes from the last few session meetings.
- Providing a calendar/schedule of upcoming or possible dates for session meetings.
- Keeping him/her "in the loop" by copying the moderator on email communications and sending reports and handouts to him/her that you would normally put in the pastor's office mailbox
- Letting your moderator know if there are issues or concerns that may need particular attention and/or necessitate a special meeting of either the session or the congregation
- Having the clerk of session confer with the moderator in preparing the agenda for your meetings

Expectations for the Moderator

What you can expect from your appointed moderator:

- Keep the session meeting on track and seek to include everyone in discussions
- Ensure that constitutional requirements are met (G-3.02) (i.e. session meetings are held at least quarterly, ruling elders and deacons are elected and ordained/installed, electing commissioners to presbytery/hearing reports, session prepares and approves the annual budget, minutes and records are kept up-to-date, etc.)
- Answer questions and/or provide guidance to committee chairs on a limited basis
- Attest to the minutes of a meeting of the congregation

Boundaries

Please remember that the moderator is not serving as the congregation's pastor. Their role is limited to moderating meetings of the session and the congregation. They are not expected to provide pastoral care, attend additional meetings or fellowship events, arrange for pulpit supply, or perform other responsibilities typically carried out by the church's installed or temporary pastor.

Compensation

Moderators should be compensated for each session or congregational meeting they moderate, unless a different arrangement has been mutually agreed upon by the moderator, the session, and the Commission on Ministry (COM). This honorarium is intended to include reimbursement for mileage.

In 2025 the honorarium is \$90

In 2026 the honorarium is \$100.

Questions -If you have any questions, please contact the COM moderator or the Presbytery Leader.