

March 2, 2018

Lutheran Church—Canada Commission on Nominations and Elections (CNE)

Nomination Form for LCC Member Congregations

Chairman of the Member Congregation:

These ballots are being mailed to every Member Congregation of Lutheran Church—Canada enabling each congregation (or multi-point parish) to participate in the process of electing the people to fill the offices in the Church listed below. When completed, they are to be signed by the Chairman/President of the congregation and by the Secretary of the congregation.

The completed Nomination Ballot is to be submitted (by mail or electronically) to the Secretary of the Commission on Nominations and Elections by May 15, 2018.

Send to: **Rev. Robert S. Morley**
 62 Gibson Drive
 Kitchener, ON
 N2B 2P4

or: **robertmorley@rogers.com**

A. Nomination procedures for election of Regional Pastor for the Region in which they are located.

Each Member Congregation may recommend for nomination the names of two (2) pastors from the clergy roster of Lutheran Church—Canada for this position.

B. Nomination procedures for election of Circuit Counsellor for the Circuit in which they are located.

“Each Member Congregation . . . shall nominate . . . two men from among the pastors of congregations of the circuit or from among the emeriti (retired pastors) who hold membership in one of the member congregations of that circuit” (Bylaw 4.11) for this position.

C. Nomination procedures for election of Layperson for the Regional Mission and Ministry Council in the Circuit in which they are located.

Each Member Congregation may recommend for nomination the names of two (2) laypersons from their circuit for this position.

(Following the date of May 15, 2018 on which all completed Nomination Ballots are to be received, the tabulation of results will take place and the Commission on Nominations and Elections will begin its work in order to present Election Ballots at the up-coming District Conventions in October.)

**PART 1. RECOMMENDED FOR NOMINATION
FOR POSITION OF REGIONAL PASTOR**

NOMINEE: _____

ADDRESS: _____

PHONE NUMBER: _____

DISTRICT: _____

NOMINEE: _____

ADDRESS: _____

PHONE NUMBER: _____

DISTRICT: _____

PART 2. NOMINATION FOR POSITION OF CIRCUIT COUNSELLOR

NOMINEE: _____

ADDRESS: _____

PHONE NUMBER: _____

CIRCUIT: _____

NOMINEE: _____

ADDRESS: _____

PHONE NUMBER: _____

CIRCUIT: _____

**PART 3. RECOMMENDED FOR NOMINATION FOR POSITION OF
LAYPERSON ON THE REGIONAL MISSION AND MINISTRY COUNCIL**

NOMINEE: _____

ADDRESS: _____

PHONE NUMBER: _____

CIRCUIT: _____

NOMINEE: _____

ADDRESS: _____

PHONE NUMBER: _____

CIRCUIT: _____

Signed after the official meeting at which the Nominations were made:

NAME OF CONGREGATION: _____

ADDRESS OF CONGREGATION: _____

DATE: _____, 2018 _____

Chairman/President:

Secretary:

_____ (print) _____

_____ (Sign) _____

Regional Pastor

Each regional pastor shall be under the supervision of the president of the synod.

Qualifications

- a. Individual Membership in good standing on the roster,
- b. demonstrated spiritual and pastor leadership.

Responsibilities

- a. deliver the services of providing ecclesiastical supervision, building community, and caring for members in the region that he serves,
- b. identify needs and opportunities in the region he serves for engaging in Canadian missions and providing social ministry,
- c. serve as the leader of the Regional Mission and Ministry Council of the region,
- d. communicate news and information regularly to the Members of the region,
- e. support the work of the circuit counsellors in the region,
- f. meet with the circuit counsellors of the region at least once a year for the purpose of discussing the work of the circuit counsellor,
- g. appoint a circuit counsellor in the event of a vacancy.

Expectations

- a. visit each Member in his region annually in addition to specific invitations he may receive from Member Congregations and Individual Members in that region,
- b. convene regional convocations when necessary,
- c. support each circuit counsellor in his efforts to convene a circuit convocation when necessary,
- d. attend all meetings of the Regional Mission and Ministry Council,
- e. attend all meetings of the President's Ministry Council,
- f. work collaboratively with the president, the Regional Mission and Ministry Council, circuit counsellors and the Members in that region,
- g. negotiate other expectations in the annual review process,
- h. participate in the four year Strategic Planning process of LCC,
- i. participate in the annual process of developing a work plan and budget.

Note: This office is a fulltime position similar to the former office of District President, but with two significant changes: 1) the primary expectation of the Regional Pastor is more frequent and intentional visitation of all congregations and pastors in the region (formerly called "district"); and 2) the Regional Pastor is no longer the Chief Executive Officer of the incorporated district and will not be preoccupied with committees, board meetings and the like. The term of office is 4 years (actually 3 years during this transition time leading up to the 2021 synod convention), and there is no term limit. Where the Regional Pastor will be located, as well as staffing, has yet to be determined.

Regional Mission and Ministry Council

Membership

- a. The Regional Mission and Ministry Council shall consist of the circuit counsellors of that region and one layperson elected from each circuit of the region.
- b. qualifications for lay membership on a Regional Mission and Ministry Council are active membership in a Member Congregation.

Function

- a. To be the primary support structure for the regional pastor in his responsibility to deliver the services of LCC to the congregations, pastors, and deacons in the region. The Administrator of the synod may also request support from the Council in the Administrator's responsibility to deliver financial services to Members in the region.
- b. To participate in the strategic planning process. The regional pastor shall support the Council in that responsibility and ensure that the Council fulfills that responsibility.

Organization

- a. The regional pastor shall convene meetings of the Council and may chair the meetings or delegate the responsibilities of chair to others.
- b. The regional pastor shall appoint a secretary either from within the Council or a person who is not a member of the Council.

Responsibilities

- a. To advise the regional pastor on matters of need for providing ecclesiastical supervision, building community, and caring for members in the strategic planning process to determine the allocation of resources within the region;
- b. To provide a convocation for Members in the region and/or circuit to share concerns about needs that are not being met and other issues of concern and to provide opportunities for Biblical education, spiritual growth, and parish services seminars, and the like;
- c. To provide an important conduit for sharing information from LCC and other regions with the congregations, pastors and deacons within the region;
- d. To determine the expenditure of financial resources allocated to each respective region.

Expectations

- a. Meet at least annually and at the request of the regional pastor,
- b. Be intentional about two-way sharing between the congregations and the regional pastor,
- c. Make decisions by consensus, not by voting,
- d. Comply with the Strategic Plan of LCC in the priorities of the services in the region,
- e. Attend the respective circuit convocations to enhance communications within the region.
- f. Minutes shall be kept, approved by the Council and distributed to all of its members. Copies of minutes shall be open to all Members in the region, other Regional Mission and Ministry Councils, officers of LCC and the Board.

Note: This is a new position as the Regional Mission and Ministry Council replaces, in a sense, the Board of Directors and various departments under the old district structures. The term of office is 4 years (actually 3 years during this transition time leading up to the 2021 synod convention), and there is no term limit.

Circuit Counsellor

Qualifications

- a. membership in good standing on the roster,
- b. demonstrated spiritual and pastor leadership.

General Duties

- a. The circuit counsellor is the principal officer of the circuit. The circuit may select such other officers as it deems necessary. The circuit counsellor and these other officers shall have the primary responsibility of preparing the agenda for the circuit convocation, and maintaining liaison between the circuit and the respective Region and LCC.
- b. The circuit convocation is a gathering of members from circuit congregations which aids the process of keeping congregations, particularly the lay leaders, deacons, and pastors, supportive of one another in their common confession and mutually active in developing programs for the good of member congregations, in considering and recommending new work, and in suggesting improvements for regional and synodical programming.

Official Visits

- a. The circuit counsellor shall visit each Member Congregation once every four years or when requested by the regional pastor or whenever it seems expedient for him to do so.
- b. The purpose of official visits shall be to bring about to the greatest possible degree the achievement of the Synod's objectives as expressed in Article III of the Synodical Constitution.
- c. The congregation of a circuit counsellor shall be visited by the regional pastor or by another circuit counsellor designated by the regional pastor.

Relation to Regional Pastor

- a. Each circuit counsellor, by virtue of his office, shall assist the regional pastor within the circuit. Therefore the regional pastor shall meet with the circuit counsellors of the region at least once a year for the purpose of discussing the work of the circuit counsellor.
- b. The circuit counsellor shall regularly report on his activities to the regional pastor and serve on the Regional Mission and Ministry Council.

Relation to Member Congregations

- a. The circuit counsellor shall keep in mind the glory and responsibility of the universal priesthood of all believers as it applies to the congregations. He shall remind them that they are "a chosen generation, a royal priesthood, a holy nation, a peculiar people" to show forth the praises of Him who called them out of darkness into His marvelous light. He shall meet with the entire congregation, if possible, rather than with the voting members only.
- b. He shall inquire whether the congregations are zealously guarding the purity of doctrine, not tolerating errors or schismatic tendencies.
- c. He shall inquire regarding the attendance at services, at communion, and at voters meetings; the salaries of pastors and deacons; the participation of the congregation in the work of the church at large and in missions; the reading of Christian literature; the Christian training of the children; the adequate indoctrination of adult catechumens; and the maintenance of the family altar.
- d. He shall inquire what means are being used to guard against the evil influences of sects and organizations which endanger the spiritual life of the congregation.
- e. He shall inquire concerning excommunications, and examine the minutes referring to them, with a view to possible adjustment according to the Word of God.
- f. He shall strive to bring about a peaceful adjustment in a Christian manner (Matt. 18:15-17; 1 Tim. 5:19) if any differences between a pastor and his congregation have arisen and have been brought to his attention.
- g. He shall maintain liaison between the circuit and the respective region and LCC, and communicate news and information regularly to the members of his circuit.
- h. He shall identify and advise the regional pastor of specific needs in his circuit.
- i. Official visits shall be arranged in advance by the circuit counsellor with the respective pastor, deacon, and congregation, except under extraordinary circumstances. If he deems it necessary, the circuit counsellor may through the proper channels arrange for a special meeting of the congregation even if he has not been invited.

Relation to Pastors

- a. The circuit counsellor shall conduct his official visits in an evangelical manner and not resort to legalistic measures.
- b. He shall come to the pastor as a brotherly adviser, reminding him of the glory of the ministry and of its great responsibilities.
- c. He shall ascertain whether the pastor is faithful in preaching the Law and the Gospel in their purity, properly dividing and applying them, whether he privately ministers to the needs of the individuals, exercises church discipline in an evangelical manner, and properly supervises all Christian education and training in his parish.
- d. He shall in a brotherly manner discuss the spiritual life and home life of the pastor, including his professional studies and growth.

Relation to Deacons and Schools

The circuit counsellor shall officially visit the deacons in his circuit:

- a. In the case of deacons serving congregations, he shall give his attention especially to their teaching, visiting, and administration.
- b. In the case of deacons serving schools, he shall give his attention especially to:
 1. the personal attitudes of the teachers and principal toward their profession and their pupils,
 2. the general course of study, with special emphasis on the teaching of the Christian faith,
 3. the attendance, equipment, and management of the school.

Circuit Meetings

The circuit counsellor shall convene monthly meetings, if possible, of the pastors and deacons of the circuit to:

- a. support one another with prayer, sharing perceptions, and pastoral support,
- b. provide for professional development,
- c. provide information, perceptions, and needs of the members in the circuit that will support the mission and ministry planning efforts in the region, and communicate that to the Regional Mission and Ministry Council and the regional pastor,
- d. provide information from the Regional Mission and Ministry Council and the regional pastor to one another and to the congregations in the circuit.

Note: This office or position is nearly identical to that of Circuit Counsellor under the old structure. The term of office is 4 years (actually 3 years during this transition time leading up to the 2021 synod convention), and there is no term limit. (Term limits under the old structure . . . two 3-year terms . . . are now null and void.)