Conference Chairs

Duties and Responsibilities:

Administration

- convene and preside at all conference meetings
- develop an agenda for all conference meetings and assure adequate meeting notification to all eligible participants
- meet regularly with the dean and other conference officers and ministry leaders
- serve on the Mission District Collegiums together with the dean, Synod Council representatives, and the Mission District Assistant to the Bishop
- attend Synod Assembly with both voice and vote
- represent the Synod at congregational meetings when appropriate

Strategic Planning

- actively solicit information from congregations, their congregation councils, and clergy under special call concerning needs and ministry opportunities
- provide for strategic planning and area mission strategy together with congregation presidents, conference ministry leaders and/or planning committee

Communication

- promote a sense of community among the congregations of the conference
- contact each conference congregation personally
- coordinate communications within the conference utilizing means such as newsletters and electronic media
- disseminate appropriate churchwide and synodical information from resources such as E-Spirt, The Lutheran, and the synodical calendar of events
- share conference information with the Synod when appropriate

Resources

- become knowledgeable about available resources and consultants
- facilitate leadership identification and training
- maintain contacts in such areas as Disaster Relief, Conflict Resolution, Outreach, Church in Society Focus Groups, Ecumenical Relations, Lutheran Outdoor Ministries of Florida, Lutheran Services of Florida, Global Missions, Leadership Support, Witness, Nominations, and Specialized Call Clergy.

Mission Interpretation

- Conference Chairs are also trained to be Mission Interpreters. They are encouraged to have partners in this work.
- Mission Interpreters are able to connect congregations, congregations to synods, and congregations to the work of the ELCA in the world.
- Mission Interpreters may visit congregations to thank them for their ongoing mission support and tell them what their money is making an impact for the greater good in the United States and throughout the world. This can be done by visiting congregational councils, giving temple talks during worship, or during conference meetings.
- Mission Interpreters meet twice a year to connect with each other, the Office of the Bishop and the ELCA.

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