

Dunedin North Otago Resource Group

TERMS OF REFERENCE – April 2010

Name: Dunedin North Otago Resource Group

Primary Task: Resource groups provide the primary context for resourcing, relational support and facilitating the mission of parishes.

Appointment: The formation and ongoing life of this group, and any other resource groups in the Southern region will be overseen by the Southern Presbytery, but each group would develop its own goals, leadership and mode of operation, lodging these with the Presbytery Council.

Goals and objectives:

- Personal encouragement, support and pastoral care, responding to minor crises in ministry and parishes
- Sharing resources for mission in local congregations and accessing new resources of skills from outside sources.
- Exploring new models for mission and ministry
- Identifying and supporting new growth opportunities
- Encourage participation by all churches, and all those involved in ministry
- Promote awareness of all resourcing events taking place in Otago and Southland
- Promote awareness of resources that are available nationally e.g. Kids Friendly
- Consider the 'big picture' and plan mission projects that could be done together

Accountability:

- Oversight by the Southern Presbytery.
- Accountable to the Southern Presbytery.
- Terms of Reference to be lodged with the Presbytery Council
- Representatives to attend Annual General Meeting of the Presbytery in August
- Abide by the teaching of the Word of God, and for process, the PCANZ Book of Order
- Major requests to Presbytery Council to be written, with relevant information

Membership: Membership of the resource group is required of presbytery ministers and elders, but is also open to the participation of personnel of presbytery and congregations, in order to enhance local mission. Over time, there may be some movement in membership between resource groups.

Finances:

- Where possible, events to be self-funding, but any short-fall may be met by the Presbytery.
- Larger projects that require funds to be sought from Synod or PSDS need to be planned and budgeted for.
- All expenditure within approved budget will be paid on receipt of invoice or re-imbursement form by the Presbytery Treasurer.
- Expenditure outside the budget must go to Finance Workgroup prior to the event, for approval.
- Applications for funding from Presbyterian Foundation or Synod of Otago and Southland to be processed through the Presbytery Council.

Planning Workgroup: Current members are those who volunteered: Martin Macaulay, Anne Thomson, Beth Scarlet, Ian Pittendreich, Henry Mbambo, Cameron Sinclair and Nancy Parker. These members need to be approved by the Presbytery Council.

Planning Workgroup Functions: Task of this group would include-

- Plan bi-monthly Resource Meetings for DNO region – for the whole people of God, taking into consideration the diversity of parishes, and needs of those in ministry.
- Prepare a calendar of events three months ahead.
- Prepare a budget annually by early June for the Finance Workgroup of Presbytery.
- Monitor expenditure – account book to be kept by a person appointed out of the group.
- Arrange events: guest speakers, meals, hosts, travel etc.
- Keep a record of all resourcing events in Dunedin North Otago region.
- Prepare annual presentation and report to Presbytery Annual General Meeting.
- Arrange for discussion of any business matters sent by Presbytery Council.
- Planning Workgroup to meet face to face, every quarter, additional meetings by email
- Shared information to be kept by Convener