

## 27. STRUCTURE OF THE NEBRASKA CONFERENCE

- A. **Administrative Review Committee** (membership and functions included in ¶635)
- B. **Annual Conference Session Planning Committee**
1. **Membership:**
    - a. Presiding Bishop
    - b. Director of Connectional Ministries
    - c. Director of Administrative Services
    - d. Conference Program Staff
    - e. Host District Superintendent, Pastor(s) and laity from the host churches
    - f. Council on Ministries Chair
    - g. Board of Ordained Ministry Chair
    - h. United Methodist Men President
    - i. United Methodist Women President
    - j. United Methodist Youth, representative from Common Table
    - k. Youth Annual Conference Coordinator
    - l. Young Adult - 1
    - m. Office Manager
    - n. Secretary to the Bishop
    - o. Representative from host agency - 1
    - p. Other persons the Committee may choose to carry out its work.
  2. **Chair:** The Director of Connectional Ministries shall Chair the Annual Conference Session Planning Committee.
  3. **Functions:** The functions of this Committee shall include the planning of the program and agenda for the sessions of the Annual Conference.
- C. **Appointive Cabinet**
1. **Priority Roles of District Superintendents**
    - a. Spiritual Leadership
    - b. Personnel, including appointments
    - c. Clergy and lay leadership development and evaluation
    - d. Motivation of local church missional and stewardship vitality
    - e. Serve as a connectional link with the districts, Conference and the general church
  2. **District Structure:** Districts may structure themselves in ways that are appropriate for each district as long as the district structure enhances the vitalization of local churches within the district.
  3. **District lines:** Once the Annual Conference Session votes on the number of districts that the conference shall have, following the Disciplinary Guidelines ¶415.4, it is the responsibility of the Bishop and the Cabinet to draw the district lines.
- D. **Board of Ordained Ministry** (functions included in ¶634)
1. **Membership:**
    - a. Clergy - 32
    - b. Diaconal - 6
    - c. Lay Members - 9
    - d. Retired Members
    - e. Staff
  2. **Clergy Boundaries Committee**
    - a. Membership: every effort will be made to be inclusive of gender and race and ethnicity.
      - i) Members of the Board of Ordained Ministry - 3
      - ii) Laity – 4, Clergy – 3, selected from the Board of Ordained Ministry, Commission on the Status and Role of Women, and At large.

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- E. **Board of Pension and Health Benefits** (functions included in ¶¶638 and ¶¶1506-1509 and Joint Committee on Disability and Committee on Disability Concerns functions included in ¶¶651 and ¶¶652)

1. **Membership:**

- a. Basic membership - 12 at large (recommended 1/3 clergy, 1/3 lay men and 1/3 lay women in four classes)
- b. District Superintendent - 1
- c. Youth - 1
- d. Young Adult - 1
- e. General Board members
- f. Staff

F. **Common Table**

Bishop (non-voting)

Convener

Leadership Development (five persons)

- Three at large
- One Board of Ordained Ministry representative
- The Conference Lay Leader

Congregational Transformation (three persons)

Risk-taking Mission and Justice Ministries (three persons)

District Superintendent

Conference Treasurer, Director of Administrative Services (non-voting)

Director of Connectional Ministries (non-voting)

CCFA Member (non-voting)

**Members of the three Teams:**

Each Team is composed of six to 12 people chosen for their passion, spiritual leadership, and willingness to work in an innovative fashion using the L3 Leadership model as a guide for the way the team works together—loving, learning and leading in a covenant relationship. (L3 Leadership is a model of the United Methodist Church's General Board of Discipleship.) The L3 process of loving God, learning together and then leading will be the model for Team life. The Cabinet has been trained in the L3 process and spent the past year implementing L3 training in their districts. The L3 process is now moving into congregations. Team members may also be chosen for their expertise in a specific ministry area.

It is anticipated that each Team will meet for eight hours a month for the first year. Team building, identifying and understanding Team roles and implementation of the Conference Discipleship Plan strategies are among the Teams' first tasks. Each Team's work will benefit from the direction of and interaction with The Common Table.

How the Teams operate is of utmost importance. Each group will write its own covenant describing how it will live and work together, including such items as participation, prayer for each other, operating methods, minimum standards, etc. The covenant style is a shift away from administrative and reporting groups to purpose and accountability teams. Teams have the authority to implement their ministry plan. Each Team must gain The Common Table endorsement on overall direction of work, however, once endorsed, the Team is responsible for implementing the details. No individual would serve on more than one Team in addition to The Common Table.

- G. **Board of Trustees** (functions included in ¶¶2512)

1. **Membership:**

- a. At large - 12 (of legal age - recommended 1/3 clergy, 1/3 lay men and 1/3 lay women in four classes)
- b. CFA Representative
- c. Staff

H. **Commission on the Publication of the Journal**

1. **Membership:**
  - a. Conference Secretary
  - b. Conference Statistician
  - c. Conference Treasurer/Director of Administrative Services
  - d. Director of Connectional Ministries
  - e. Director of Communications
  - f. Office Manager
  - g. Chair of A.C. Committee on Journal

I. **Committee on Investigation** (membership and functions included in ¶2703)

J. **Conference Council on Finance and Administration** (functions included in ¶610-¶611) There shall be more laity than clergy. Churches under 200 members shall be represented.

1. **Membership:**
    - a. Clergy - 5
    - b. Lay Persons - 6
    - c. Youth - 1
    - d. General Council Member
    - e. Director of Connectional Ministries \*
    - f. Bishop \*
    - g. District Superintendent (named by the Cabinet) \*
    - h. Director of Administrative Services/Conference Treasurer \*
- \*Indicates without vote

K. **Commission on Archives and History** (functions included in ¶640)

1. Membership:
  - a) Local Church membership - 6 (1 from each district)
  - b) At large membership -2
  - c) Youth - 1
  - d) Young Adult - 1
  - e) Historian of the United Methodist Women
  - f) General Board members
  - g) Staff

L. **Conference Staff** currently include the following:

1. Director of Connectional Ministries (Extended Cabinet Member)
2. Director of Administrative Services/Conference Treasurer(Extended Cabinet Member)
3. Associate Director of Connectional Ministries/Director of Congregational Development (Extended Cabinet Member)
4. Director of Communications (Extended Cabinet Member)
5. Director of Youth Ministries
6. Director of Camp and Retreat Ministries
7. Curator of Archives and History
8. Director of Peace with Justice Ministries
9. Director of Stewardship
10. Director of Technology
11. and such other personnel as determined by the Conference to be necessary for the development, implementation, and administration of the conference program. The selection of all Conference personnel shall be based on needs, goals, and financial support of the Annual Conference.
  - a. Nominations for all clergy members of the Program Staff shall be made by the Personnel Committee in consultation with the Bishop and District Superintendents. The nominations are presented to the Conference Council on Ministries for concurrence and election and these elections are to be confirmed by the Annual Conference.
  - b. Staff relationships

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### Conference Structure

1. The Director of Connectional Ministries shall be the director of the Program Staff following the guidance of the United Methodist Discipline ¶607. The Director of Connectional Ministries is held accountable and responsible for Conference program. In this relationship, program staff persons, both lay and ordained, employed by the Conference are directly responsible and accountable to the Director of Connectional Ministries for planning, direction, and implementation of the total Conference program. This includes all relationships that in any way affect the Annual Conference or its program.
2. As a member of the Extended Cabinet, The Director of Connectional Ministries shall function with the Conference Cabinet in matters relating to development, correlation and implementation of the Conference program.
3. The Director of Connectional Ministries shall contract with person to provide the additional leadership resources needed for the implementation of the program of the Conference, after recommendation by and in consultation with the appropriate Boards, Councils and Commissions.
4. The Conference Treasurer/Director of Administrative Services shall be the director of the Administrative Staff. The Director of Administrative Services is held accountable and responsible for administrative services in accordance with the United Methodist Discipline ¶618. In this relationship, Administrative staff persons employed by the Conference are directly responsible and accountable to the Director of Administrative Services for implementation of Conference administrative functions. This includes all relationships that in any way affect the Annual Conference or its administration.
5. As a member of the Extended Cabinet, The Director of Administrative Services/Conference Treasurer shall function with the Conference Cabinet in matters relating to development, correlation and implementation of the Conference administration and financial health.
6. The Director of Administrative Services/Conference Treasurer shall contract with persons to provide the additional leadership resources needed for the implementation of the Administration of the Conference, after recommendation by and in consultation with the appropriate Boards, Councils and Commissions.
7. The Director of Connectional Ministries and the Director of Administrative Services / Conference Treasurer shall call the Staff together for the purpose of developing a teamwork approach and maintaining a consultative and cooperative relationship in the total program of the Conference. The Administrative Staff will be expected to report to the Director of Administrative Services on work that has been done as well as plans for the future. The Program staff will be expected to report to the Director of Connectional Ministries on work that has been done as well as plans for the future.
8. The Director of Administrative Services / Conference Treasurer, Director of Connectional Ministries and the Associate Director of Connectional Ministries will function as a team sharing ideas and working closely with Boards, Commissions, the Cabinet and Conference institutions in the development, coordination and implementation of Conference goals. The Director of Connectional Ministries and the Director of Administrative Services shall meet with the Cabinet on all matters except appointments and personnel matters.
9. All full-time staff persons shall be ex-officio members, without vote, of their assigned Boards and Commissions of the Conference with the right of participation in their meetings.
10. Part-time staff persons may be ex-officio members, without vote, upon the recommendation of the Director of Connectional Ministries (for program staff) or the Director of Administrative Services (for administrative staff)

M. **Episcopacy Committee** (membership and functions included in ¶636)

N. **Ex-officio Members:** Members of the Conference who have been elected to General or Jurisdictional Boards, Commissions and Councils shall be ex-officio members of the corresponding Boards, Commissions or Councils in the Conference Structure. The Cabinet may designate one District Superintendent to be liaison to each of the Conference agencies, but without vote unless specifically designated as voting member. The Council on Finance and Administration may appoint a liaison, without vote, to any Conference agencies.

O. **Nominating and Equipping Committee:** The Nominating and Equipping Committee shall meet throughout the quadrennium to guide the Conference Council on Ministries on matters of staffing committees, boards and agencies (other than employed staff). To recruit, support and recognize leaders and provide for their training so as to coordinate the leadership and service needs of the annual conference.

The Committee shall nominate to the Annual Conference in its annual session such officers and members as the law of the Church requires or as the conference may determine necessary to do its work. In the nomination process, care shall be given that each board, committee or council as well as the total of nominated persons shall, insofar as possible, be representative of the age level, gender, cultural, racial/ethnic, rural/urban residents membership, as well as economic, social and theological orientation of the conference.

The Nebraska Annual Conference reaffirms The Book of Discipline, 2004 Section VI Called to Inclusiveness ¶138 which speaks of inclusiveness meaning openness, acceptance, and support that enables all persons to participate in the life of the church, the community, and the world.

The Nebraska Annual Conference reaffirms The 2004 Book of Discipline, Conference Agencies ¶609.5 that refers to the nomination and election of membership on councils, boards and agencies of the annual conference. Special attention shall be given to the inclusion of clergywomen, youth, young adults, older adults, persons with handicapping conditions, and racial and ethnic persons. It is further recommended that the membership of such agencies include one-third clergy, one-third laywomen and one-third laymen, except for the Board of Ordained Ministry.

1. **Membership:**
  - a. District Superintendents - 4
  - b. Lay Persons -6 (one from each district)
  - c. Clergy - 2 (at large)
  - d. Racial/Ethnic Persons - 2
  - e. UMM President
  - f. UMW President
  - g. Youth selected by CCYM - 1
  - h. Conference Lay Leader - 1
  - i. Staff

P. **Personnel Committee**

1. **Membership:**
  - a. Council on Ministries Members -3
  - b. Council on Finance and Administration Members - 3
  - c. Conference Lay Leader
  - d. At Large with expertise in human resources - 3
  - e. Cabinet Member \* - 1
  - f. Director of Connectional Ministries \*
  - g. Director of Administrative Services/Conference Treasurer \*

\* With voice but not vote.
2. **Functions:** To develop and administer sound and consistent personnel policies and employment practices for all\*\* personnel employed by the Annual Conference. The policies and any amendments made in future years shall be reported to the Annual Conference.

\*\* With the exception of the Conference Treasurer/Director of Administrative Services as per ¶612.10 of The 2004 United Methodist Discipline.

Q. **United Methodist Foundation** (functions included in ¶2513)

1. **Membership**
  - a. Local Church Membership - 12 at large (recommended 1/3 clergy, 1/3 lay

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### Conference Structure

- men and 1/3 lay women in four classes)
- b. Board of Laity and Discipleship Representative
- c. Board of Trustees Representative
- d. Conference Staff

#### R. Youth Common Table

Members of the Common Table: Twelve (12) youth; Six (6) adults  
 Two (2) youth appointed by each District.  
 One (1) adult from each District appointed by the District Superintendent to serve as District Youth Coordinator.

Conference Director of Youth Ministries (*convener*)

##### Purpose and Function of the Common Table

The Common Table will serve as the official voice for the Youth of the Nebraska Annual Conference when Youth Annual Conference is not in session.

The purpose of the Common Table will be to cast and maintain a vision for the Nebraska Annual Conference Youth program.

The Common Table will function by consensus.

The Common Table will meet quarterly — Fall, Winter, Spring, and during Youth Annual Conference.

Members of the Executive Table: Six (6) youth; Six (6) adults  
 Six (6) youth appointed as the District Youth Lay-Member to Annual Conference.  
 Six (6) adults (District Youth Coordinators)  
 Conference Director of Youth Ministries (*convener*)

##### Purpose and Function of the Executive Table:

The Executive Table will serve as problem-solver and moderator, if necessary.

The District Youth Lay-members to Annual Conference will have voice but no vote at the Common Table.

##### Members of the Leadership Development Team:

Four (4) youth from the Common Table.

Two (2) adults from the Common Table.

Additional youth in attendance when the Common Table is gathered.

##### Purpose and Function of the Leadership Development Team

- Create opportunities to help youth develop gifts and talents.
- Raise up youth leaders from within the annual conference.
- Plan and Execute training experiences at the Winter Event and Youth Annual Conference.
- Other duties as assigned by the Common Table.

\*All plans must be taken to the Common Table for consensus.

##### Members of the Risk-Taking Mission Team:

Four (4) youth from the Common Table.

Two (2) adults from the Common Table.

Additional youth in attendance when the Common Table is gathered.

##### Purpose and Function of the Risk-Taking Mission Team

- Encourage Districts to plan and offer mission opportunities.
- Develop a summer Conference-wide youth mission trip.
- Plan and Execute risk-taking mission experiences at the Winter Event and Youth Annual Conference.
- Other duties as assigned by the Common Table.

\*All plans must be taken to the Common Table for consensus.

##### Members of the Vital Faith Development Team:

Four (4) youth from the Common Table.

Two (2) adults from the Common Table.

Additional youth in attendance when the Common Table is gathered.

##### Purpose and Function of the Vital Faith Development Team

- Create opportunities for youth to go deeper in their faith journey through Heart-warming worship and Biblical study.
- Develop a campaign involving small groups throughout the conference where youth are participating in a common study during Lent.
- Plan and Execute different worship/study experiences at the Winter Event and Youth Annual Conference.
- Other duties as assigned by the Common Table.

\*All plans must be taken to the Common Table for consensus.