

Appendix E

Presbytery of Redstone Staffing Rationale

In support of the mission and ministry of the Presbytery of Redstone, the respective congregations and members; and in response to the recent assessment of these mission and ministry needs within this presbytery, this Staffing Rationale is adopted to guide and direct the Executive Search and Personnel Committees of the Presbytery of Redstone in the fulfillment of their responsibilities:

1. The presbytery, in responding the educational and programming needs, will exercise reasonable and realistic fiscal integrity in its hiring of staff.
2. The presbytery, in response to an assessment of congregational resourcing needs and in order to meet those needs, hereby authorizes the following four separate staff positions, which are exempt:
 - a. A [Full-time] Executive Presbyter who will be the chief administrative officer of the presbytery, relating to the Council and resourcing the Committees on Ministry and Preparation for Ministry. (see *Manual of the Presbtery of Redstone, 2.2010*)
 - b. A [Part-time – 60%, three days per week] Associate for Pastoral Care who will function as the “pastor-to-pastors” providing for the spiritual, social, and professional support of ministers and commissioned lay pastors, and their families. (see *Mission Strategy, Priority III objectives & action steps (Manual 2.4003)*)
 - c. A [Full-time] Associate for Christian Education and Congregational Programming who will resource the four district Congregational Development and Resource Committees, and the Worship and Mission Committees, as well as overseeing the Resourcenter. (see *Mission Strategy, Priority I objectives & action steps; Priority II, 2) objective, action step; Priority III, 2) objective a) action step (Manual 2.3000)*)
 - d. A [Part-time] Stated Clerk who will be responsible for the record-keeping for the presbytery as articulated in the *Book of Order*. (see *Manual of the Presbytery of Redstone, 2.0400*)
3. In order to fulfill the responsibilities and tasks of these exempt positions, the presbytery will hire sufficient non-exempt support staff. Such staff shall be sufficient to carry out the duties of receptionist, secretary, office manager, Resourcenter librarian and bookkeeper.
4. The presbytery, in order to fund these recommended positions, will make necessary adjustments to its budgets for the years 2000 and thereafter.
5. The responsibilities and/or job descriptions for these positions will be developed based on the 1998 assessment of the presbytery’s structure and of its programming needs.

6. All personnel policies related to these positions are articulated in the policy statements of the presbytery.
7. Any and all amendments to the Staffing Rationale of the presbytery shall be referred to Council for review and recommendation, and reported to the presbytery at its next stated meeting.

Adopted by Redstone Presbytery March 16, 1999

