

Consecration Committee

Position Description

The Standing Committee of the Diocese of West Missouri is accepting applications from lay people, priests, and deacons of West Missouri to serve on the Bishop Consecration Committee. This group will play a pivotal role in consecrating and celebrating the next in a line of apostolic leaders going back to the 12 apostles originally called and sent by Jesus himself. Our next bishop will bear great responsibility to proclaim a shared vision for our congregations, inspire and minister to diocesan clergy, lead our diocesan liturgical life, raise up leaders for the future, and help lead The Episcopal Church. Coordinating our next bishop's consecration and associated celebrations will require a significant commitment of time and energy, a willingness to listen to the Holy Spirit, and a willingness to set aside personal agendas for the good of the whole diocese.

The Consecration Committee will include up to 12 members embodying the diversity present in West Missouri. With the help of consultants provided by The Episcopal Church's Office of Pastoral Development, the Consecration Committee will be responsible for planning the events related to our new bishop's consecration, as well as tending to the new bishop and family members, the presiding bishop and staff, visiting bishops, and honored guests onsite. Strong planning and organizational skills, gracious hospitality, and a servant's heart are vital for members of the Consecration Committee. The Standing Committee reserves the right to appoint additional members as needed.

Typically, a bishop's consecration weekend includes the following activities:

- The presiding bishop and staff members arrive on Thursday and leave on Sunday.
- On Friday, late morning through lunch, the presiding bishop meets with the clergy of the diocese.
- A formal dinner takes place Friday night including the presiding bishop, the bishop-elect and family, diocesan leadership, and bishops attending the consecration.
- The consecration liturgy takes place mid- to late morning on Saturday, followed by a reception.
- The presiding bishop may or may not be available to stay overnight and preach somewhere in the diocese on Sunday morning.

Specific responsibilities of Consecration Committee members include:

- Building a budget in consultation with the Standing Committee.
- Working closely with the Presiding Bishop's Office (shortly after the electing convention) to obtain the customary for the consecration liturgy, arrange hotel accommodations for the presiding bishop and staff, and plan the details of the presiding bishop's participation in consecration-related activities.
- Arranging for a site for the consecration that has the ability to livestream both within the facility and online.
- Planning for in-person attendance and issuing tickets for admittance as necessary for out-of-town guests, diocesan clergy, and a specific number of attendees per congregation.
- Working closely with the diocesan communications team to promote the public elements of the consecration weekend.

- Arranging for all logistics related to the consecration liturgy, including assisting clergy, acolytes, music and musicians, ushers, Altar Guild sacristans, greeters, bulletin production, audiovisual crew, etc.
- Procuring gifts for the new bishop, such as a crosier, vestments, pectoral cross, etc.
- Arranging for parking and security for all consecration-related events, as well as transportation for the bishop-elect, family, visiting bishops, and honored guests.
- Planning and coordinating with a caterer for the consecration reception and any other celebrations.
- Maintaining confidentiality about interactions with the bishop-elect and family members, the presiding bishop and staff, visiting bishops, and honored guests.
- After the events, thanking those who provided support.
- Writing a report outlining the consecration process and lessons learned in it.

Lay applicants for the Consecration Committee must be communicants in good standing in a West Missouri congregation, being faithful in corporate worship as well as in working, praying, and giving for the spread of the Kingdom of God. Ordained applicants for the Consecration Committee must be in good standing and canonically resident or licensed in West Missouri. In addition, all applicants must possess these gifts, skills, and characteristics:

- Knowledge of The Episcopal Church's worship, ethos, organization, and governance.
- Availability to devote significant time and energy to the work. Committee members will take part in an all-day retreat in March 2024 with expenses paid (date to be determined). Other personal expenses related to committee service will be reimbursed. Planning work will begin following the retreat. The new bishop will be elected at Diocesan Convention Nov. 8-9, 2024. We anticipate the consecration weekend will be in April 2025. The date will be set in coordination with the bishop-elect and the Presiding Bishop's Office.
- Strong oral and written communication skills, as well as willingness to engage via e-mail, manage shared documents online, and participate in videoconferences.
- Respect for the viewpoints of others, especially those that differ from one's own.
- Openness to receiving feedback.
- The courage of conviction but also open-minded respect for others' convictions.
- Willingness to prioritize the needs of the diocese as a whole and set aside regional, congregational, or personal agendas.
- Willingness to compromise, build bridges, and make decisions.
- Second-nature ability to engage others with dignity, respect, and love – both in relating with committee members and with those involved in the consecration.
- Desire to care for the bishop-elect and family, the presiding bishop and staff, visiting bishops, honored guests, and the entire diocesan family, making the experience a blessing for all involved.

If you hear the Holy Spirit asking you to be part of the Consecration Committee, please complete the application and email it to bishopsearch@diowestmo.org by **Dec. 31, 2023**. If you feel called to serve as chair or co-chair of the Consecration Committee, please indicate that on the application and return your application by **midnight Oct. 1, 2023**. If you need an accommodation in completing this application, please contact us at bishopsearch@diowestmo.org.

We are also seeking a secretary for the Consecration Committee – scheduling meetings; recording and distributing meeting minutes; making arrangements with facilities, caterers, rental-car companies, and hotels; coordinating with diocesan communications and support staff, etc. The secretary will be expected to attend each meeting but will not be a voting member of the committee. The secretary will be compensated for hours worked. If you would like to be considered for this position, please complete the full application, as well as the portion relating to the committee secretary.

The Standing Committee will select the members of the Consecration Committee, name its chair, and hire the secretary. In naming the Consecration Committee, the Standing Committee will seek diversity that represents our diocese. This includes geography, congregational size, age, urban/rural context, gender, sexual orientation, race/ethnicity/language, and ministry order.