

POSITION: STEERING COMMITTEE REPRESENTATIVE

APPOINTED BY: Monthly Meetings

NOMINATED BY: Monthly Meetings

TERM LENGTH: Two years

TERM BEGINS: at Annual Session.

MEMBERS: Each Monthly Meeting appoints two persons usually with overlapping terms. Each Preparative Meeting appoints one person.

REPORTS TO: Monthly (or Preparative) Meeting they represent

WORKS PRIMARILY WITH: Other Members of Steering Committee

DEFINITION: Representatives serve as active channels of interaction between the Steering Committee of Yearly Meeting and the Worship Groups and Meetings that make up the Yearly Meeting.

As the executive body of the Yearly Meeting, the Steering Committee acts for the Yearly Meeting. The Steering Committee is sensitive to the wishes of the Monthly & Preparative Meetings and should consult them before acting in matters involving new policy. Representatives report regularly to their Meetings, keeping them informed of Steering Committee issues, proposals, and decisions. For the Steering Comm. to refer all decisions to Meetings would be a cumbersome process, yet the Steering Comm. must be confident that it has acted in unity with the Meetings.

Representatives have an important role in this process. Although they bring the thoughts, feelings, and convictions of their Meeting to matters under consideration by the Steering Committee they also come to listen to other Representatives and to join with them in seeking Divine guidance for the corporate sense of the meeting. When there are differences of opinion and it is not possible to reach unity, further consultation with the meetings precedes any action by the Steering Committee. When, during the corporate search, Light is received which brings about unity that transcends differences, the members of the Steering Committee unite in a decision. If this decision differs significantly from views expressed by a Meeting, Representatives may ask the Steering Committee to postpone final action on the proposal until they have shared the new insights with their Meeting.

TASKS-TIMELINE: The Steering Committee regularly holds meetings, usually twice during the Annual Session and three times during the rest of the year in October, February, and May. Representatives should attend all meetings if at all possible. In addition, other tasks are to:

- Review Steering Committee agenda with their Meeting or Worship Group prior to the SC meeting.
- Give an informative report to their Meeting or Group as soon as possible after the SC meeting.
- Take to SC meetings concerns from their Meeting or Group. Present these in writing where possible. Consult with the SC Clerk about scheduling an item on the agenda if appropriate.

- Share with their Meeting or Group the flavor of the fellowship of the Steering Committee and an understanding of the unique characteristics of other Meetings and Groups in the Yearly Mtg.

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EVALUATION: Prepares a report/evaluation for the Steering Committee Representative files. This report should include information useful to next year's Steering Committee Representatives (what worked, what didn't) and any changes you think should be made in the job, or the job description.

Send a copy to the Steering Committee Clerk on, or before, September 21.
EXPENSES & TRAVEL: Reimbursement is provided for "office expense" (LD phone calls, postage, and photocopy) and mileage expense for these responsibilities. Submit reimbursement request with receipts to NPYM Treasurer.