

Call for Nominations for the Grand Canyon Women of the ELCA

Since Grand Canyon voted to hold conventions every two years and term limits for all officers and board members are 2 years (or until they are re-elected), we will elect all officers and three (3) or more board members at the next **convention** on November 8 at Faith/LeFe Lutheran Church, Phoenix, AZ. Please note that some current board members are eligible for a second term.

Job descriptions for the offices are listed here. Terms are two years and begin immediately after the election, except for the Treasurer,

whose term begins on February 1 after the election. The number and frequency of meetings is determined by the Governing Body. Meetings are typically held four (4) to five (5) times a year. Virtual meetings can occur to save time and travel.

Please prayerfully consider the names that will be submitted for your congregational unit nomination. Keep in mind that more than one person from a congregational unit may serve on the board, as long as one is an officer and the other is a board member.

Job Descriptions

THE Chair (Co-Chairs):

- To preside over all conventions of the women's synod organization at Board and Executive Committee meetings
- To ensure that the statutes and statutes of the organization are duly respected and to carry out its acts, and to appoint all committees that are not otherwise provided for
- Be an ex-officio member of all committees of the women's synodal organization, except the Nominating Committee
- Submit a report to each regular convention of the women's synod organization on its work, with observations and recommendations affecting the women's synod organization as it deems important
- Liaise with the churchwide women's organization and attend the meeting of the Conference of Synodal Presidents
- To represent the women's synodal organization or to appoint representatives in the inter-Lutheran and ecumenical associations and councils in which the organization participates;
- Serve as a representative to the Synod Council, or appoint a representative

- If Co-Chairs are elected, both will be up-to-date and agree on all expectations and desired outcomes for a meeting.
- If co-chairs are elected, one will act in the absence, disability, or resignation of the other. She will assume all duties and responsibilities of the office.

THE TREASURER SHALL:

- Attend all administrative and executive board meetings
- Work with the designated bookkeeper to maintain all records and be responsible for all funds
- Work with the accountant to ensure the disbursement of funds in accordance with ELCA Women's financial policies and the synod women's organization budget
- Work with the bookkeeper to submit a complete report, including an accounting compilation or review, to the synod women's organization convention and an interim report to each board and executive committee meeting
- Provide knowledge and resources to all units and donors within the Grand Canyon Synod on various ways to give.

THE SECRETARY SHALL:

- Attend all administrative and executive board meetings
- Record and distribute the minutes of the meetings of the synod board
- Maintain a record of board members and elected officials and their terms
- Perform special tasks under the direction of the board
- Attend to correspondence
- Provide for the collection and preservation of historical records and documents
- Keeping a record of the policies of the synod women's organization
- Provide appropriate reports requested by the
- ELCA Women Across the Church, i.e., dates and locations for synodal convention, constitutional changes, and bylaws before they are presented to the whole Church

BOARD MEMBERS SHALL:

- To carry out the purpose of the ELCA Women's organization as set forth in Article II, Section 1 of the organization's constitution and bylaws
- Work in partnership with Churchwide organizations, conferences, and women's units in the Grand Canyon Synod territory.
- Attend all required board meetings
- Represent the synod at conference and unity meetings
- Working with officials, conducting necessary transactions, and making programmatic decisions across conventions
- To establish the policies necessary for the effective and efficient functioning of the synodal organization
- Serve on synodal committees appointed by the organization's President

AN OPPORTUNITY AWAITS YOU.....

If you meet one or more of these requirements.....

- If you are a voting member of an ELCA congregation;
- If you are actively involved in the women's ministry of a congregation at the Grand Canyon synod;
- If you want to form some new and meaningful friendships;
- If you want to strengthen your Christian faith; If you would like to participate in the formation of women's ministry at the Grand Canyon Synod



THEN THIS IS FOR YOU.....Is God calling you to serve on the ELCA's Grand Canyon Women's Synod Board?

We hope that you will prayerfully consider this opportunity to become an active member in the work of the Grand Canyon Women's Synod by accepting a nomination for one of these vacancies.

Nomination Form for the Grand Canyon Synod Women's Board Leadership Positions 2025 – 2027

Circle the position you want to nominate this person or yourself for. This form can be reproduced and you can nominate as many women as your congregational unit wants. Make sure you have the nominee's permission.

Chair (Co-Chairs) Secretary Treasurer Board Member

NOMINEE NAME _____

Address _____

Zip _____ Telephone _____

Email _____

Church/Congregational Unit _____

Conference _____

Age Category: 18-35 () 36-50 () 51-65 () OVER 65 ()

Do you qualify as a woman of color and/or a person whose primary language is not English?
_____ Yes _____ No

Highlights of present and past activities in ELCA Women, congregations, conferences, synods, across the Church, community, and career:

What gifts/talents do you think you can bring to the Grand Canyon Women's Synod Board?

Nominated by _____ with
permission of the nominee. *(Signature of the Representative of the Congregational Unit)*

AND/OR

Nominee's signature _____

Return the completed form by **October 31, 2025 to**

**Jennie Zweifel
Chair of the Nominating Committee
1101 N. Rainbow Blvd, #23, Las Vegas, NV 89108**