

The Episcopal Church  
Province III  
Job Description

Position Title: Province III President

Overview: The incumbent is one of the bishops, presbyters, deacons or lay persons of the THIRD Province, elected by the Synod, and shall hold office as specified in Ordinance III of Province III, Section 2 or until a successor is chosen. The President shall chair the Provincial Council and, ex-officio, be a member of all Standing Committees and Departments. In the case of vacancy caused by death, resignation or otherwise, the Vice President shall assume the responsibilities of the President until a new President is elected at the next meeting of the Synod. No individual shall serve more than two consecutive terms as President. The President shall have completed or shall complete anti-racism training within one year of being elected. For additional eligibility requirements, see section 4 of Ordinance III <http://www.province3.org/ordinances>.

Duties of the Office:

- A) The President presides at the Province III Annual Synod and Council meetings;
- B) The President presides at meetings of the Province III Officers/Leadership;
- C) The President is an ex-officio member of all Program/Ministry Standing Committees and Departments;
- D) The President, in the event of a vacancy among the officers, shall appoint a successor until the next Synod;
- E) The President, together with the Vice President and the Treasurer, supervises the Province III Coordinator;
- F) The President collaborates with the Province III House of Bishops, Province III Officers, Executive Council Representatives, and Ministry Coordinators in setting the agendas for all meetings;
- G) The President collaborates with the Province III Officers, Executive Council Representatives, and Ministry Coordinators in carrying out business and ministries approved at the annual Synod and Council meetings;
- H) The President sets the scope of authority for the Province III Coordinator.

Job Description Revised and Approved:

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Date of Council Meeting

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Province III President

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Province III Vice President