

¶ 703. **CONNECTIONAL OPERATIONS OFFICER.** The connectional operations officer shall bear responsibility for the fruitful and accountable functioning of all general church boards, commissions, and councils as they work together to fulfill the General Conference’s missional mandates between General Conferences.

1. *Selection.*
  - a. The connectional operations officer may be either a clergy or lay person.
  - b. As necessary, the Connectional Council will be responsible for revising the job description for the connectional operations officer.
  - c. The Council will be responsible for posting the position as widely as it believes necessary in order to surface a large pool of qualified candidates.
  - d. From the pool of applicants, the Council shall select a minimum of three and a maximum of six candidates, forwarding the chosen candidates’ applications to the assembly of bishops for its consideration.
  - e. From among the candidates forwarded to it by the Council, the Assembly of bishops will determine which candidates it wishes to interview.
  - f. The Assembly of Bishops will select its chosen candidate based on a process of its own choosing (e.g., consensus, simple majority, two-thirds).
  - g. The Assembly of Bishops will inform the Council of its chosen candidate.
  - h. The Council’s chairperson will notify the chosen candidate and present her or him a six-year contract.
  - i. The Council will be responsible for onboarding the connectional operations officer.
2. *Term.* The connectional operations officer will serve for a six-year term, and if approved by the Assembly of Bishops and the Council, he or she may serve one additional six-year term.
3. *Performance evaluation.* The Council’s chairperson will annually conduct a performance evaluation of the connectional operations officer, and prepare a report based on the evaluation. The Council may appoint a sub-committee to conduct the evaluation and it may contract with outside personnel organizations in order to complete it. The report will be delivered to the connectional operations officer and the Council. The connectional operations officer will have the right to include a self-evaluation to add to the report.
4. *Vacancy of the office.* In the event of the connectional officer’s resignation, serious illness, approved leave of absence, death, or removal from the office, the Council will:
  - a. Immediately inform the Assembly of Bishops of the vacancy.
  - b. Appoint a qualified individual to serve as the interim connectional operations officer.
  - c. If the office is permanently vacated, the provisions of ¶ 703.1 shall apply, except that the new connectional operations officer will be presented with a contract for the balance of the previous occupant’s term.
  - d. If approved by the Assembly of Bishops and the Council, he or she may serve a full six-year term after completion of the balance of years remaining in the previous occupant’s term. And by a two-thirds vote of the Assembly of Bishops and by a sixty percent plus one vote of the Council, one additional six-year term.
5. *Dismissal from the office.* The connectional operations officer is an “at will” employee of the Global Methodist Church. Therefore the officer may be dismissed by a majority vote of the Council for any reason and without warning as long as the dismissal does not violate applicable laws in the state where the Global Methodist Church is incorporated. In keeping with Christian principles and ethical standards, the connectional council shall work to remedy any deficiencies in performance before moving to dismiss the connectional operations officer. The Council may choose to propose a severance agreement with a monetary component that includes a non-disparagement clause.

6. *Responsibilities and duties.*

- a. Serve as the chief operations officer bearing responsibility for the accountable functioning of the Council, connectional commissions, and task forces as they work to fulfill the General Conference's missional mandates between General Conferences.
- b. Working with the chairperson and secretary of the Council, the connectional operations officer will:
  - i. Schedule all Council meetings, including locations for in-person meetings;
  - ii. Ensure all items necessary for meetings are prepared and delivered to Council members at least one week prior to meetings (i.e., agendas, minutes, reports, and proposals requiring the council's action); and
  - iii. Deliver an annual report of the Council's work to the Assembly of Bishops, annually appear before the Assembly of Bishops to provide an overview of the report, and be prepared to answer their questions and respond to requests for guidance in fulfilling the General Conference's vision and mandates for the church.
- c. Be responsible for hiring all general church executive director level positions as set forth in the *Book of Doctrines and Discipline*, and within the constraints and processes established by the Council.
- d. Serve as supervisor for all executive director level positions as set forth in the *Book of Doctrines and Discipline*.
- e. In consultation with the Council, exercise the authority to relieve persons holding executive director level positions.
- f. Oversee the hiring, assigning, and retaining of all general church administrative staff.
- g. Regularly convene meetings of general church executive directors to ensure fulfillment of direction given by the Council.
- h. Oversee the connectional budget as approved by the General Conference, and the maintaining of all financial records.
- i. Oversee annual audits of all general church assemblies, boards, and commissions.
- j. In consultation the Connectional Commission on Finance, Administration, Pension, and Benefits and the executive director of finance of administration, prepare the general church budget for deliberation, amendment, and approval.
- k. Negotiate and/or oversee negotiation of contracts for general church services and facilities.
- l. Lead the Council and all general church executive directors in a bi-annual review and evaluation of the missional effectiveness of the general church's commissions and boards, and propose course corrections as necessary to the relevant areas.
- m. In consultation with the Council, recommend to General Conference changes to the *Book of Doctrines and Discipline* and implementing legislation.
- n. In consultation with the Council, oversee planning and research to advance the mission of the church.