

Organizational Structure of the Kansas West Conference

Pursuant to the requirements of Par. 610 of the *2008 Book of Discipline*, the Annual Conference shall structure itself (1) in order to accomplish its purpose of making disciples for Jesus Christ by equipping its local churches for ministry and by providing a connection for ministry beyond the local church, and (2) to maintain the connectional relationships and fulfill the ministry functions provided by The *Discipline*. This Annual Conference does therefore create and establish the following structure in order to accomplish its purpose and fulfill its Disciplinary mandates. The Focus Team is charged with oversight and coordination of all aspects of the Annual Conference between sessions including holding the ministry areas and agencies accountable to the vision of the Annual Conference. The various agencies created and organized by this structure are divided into three areas, being Administrative Ministries, Connectional Ministries and Marketing and Communications Ministries. The term agency refers to the various councils, boards, commissions, committees, task forces or other such units constituted by this Annual Conference.

The purpose of this structure is to facilitate relationship building throughout the Annual Conference. This structure is designed to create a flexible, cost effective and efficient Annual Conference, recognizing the local church as the primary locus of ministry and dedicated to producing results oriented ministry. The Annual Conference can most effectively provide competent and compassionate leadership and fiscal and other resources to the local churches and church agencies. The Annual Conference also provides support in connecting churches one with another for mission and ministry, and assists in making appropriate connections to the larger church.

The various agencies are encouraged to be interactive in their decision making process, reflecting a cooperative and coordinated process for ministry, rather than one that is independent and isolated. All parts of this structure will be held in mutual accountability throughout the decision making processes. The Annual Conference's interactive nature will extend to the local church and the world.

The functions of the agencies and the work of the directors will require interaction, integration, cooperation, dialog and listening. In this format, the Annual Conference can most effectively fulfill its purpose.

All references to The Book of Discipline in this document are to The *2008 Book of Discipline*.

FOCUS TEAM

PURPOSE: The Focus Team will be the stimulator and steward of the vision of the Annual Conference. It will constantly interpret that vision in the light of the present reality and hold all ministry areas and agencies accountable to that vision.

FUNCTION: The focus Team shall be responsible for initiating, directing and evaluating the work of the ministry areas and special task forces between

sessions of Annual Conference. The Focus Team shall act as the executive agency of the Annual Conference, accountable to the Annual Conference and empowered to make decisions between sessions unless prohibited by Judicial Council rulings. The Bishop shall be responsible for convening the Focus Team.

MEMBERSHIP: The Bishop; the Chairperson of the Connectional Ministries Council; the Discipleship Ministries Coordinator; the Mission Ministries Coordinator; the Advocacy Ministries Coordinator; the District Programming Coordinator; the Chairperson of the Council on Finance and Administration; the Chairperson of the Marketing and Communications Council; the Chairperson of the Structure Committee; the Conference Lay Leader; Conference Council on Youth Ministry representative; the six District Superintendents; the Area Superintendent of New Church Development; a representative from the Board of Ordained Ministry; the Director of Administrative Ministries; the Area Director of Clergy and Congregational Excellence; the Director of Marketing and Communications; President of the Commission on New Church Development Corporation.

COMMISSION ON NEW CHURCH DEVELOPMENT OF THE KANSAS WEST CONFERENCE OF THE UNITED METHODIST CHURCH, INC.

PURPOSE: The purposes of this corporation shall be to buy, hold and sell property for use in starting new churches on behalf of the Conference; to gather and analyze demographic information in order to plan for more effective church growth; to select and train interested clergy to become specialized in starting new churches and to provide initial support and evaluation for new churches.

FUNCTION: Perform the responsibilities found in Par. 633.5(e) and to develop plans and lead the Kansas West Conference to create new churches.

MEMBERSHIP: Eight persons nominated by the Nominating Committee and elected by the Annual Conference; one representative from each district.

EX OFFICIO MEMBERS WITHOUT VOTE: The Bishop, the Conference Treasurer, the Area Superintendent of New Church Development, the Hispanic Ministries Coordinator, the Conference Director of Connectional Ministries.

ADMINISTRATIVE MINISTRIES

The administrative functions performed by the following agencies support all facets of the Annual Conference's ministry, and these agencies shall work in shared ministry with one another and with the agencies in Connectional Ministries and Marketing and Communications Ministries.

1. COUNCIL ON FINANCE AND ADMINISTRATION.

PURPOSE: The purpose of the Council on Finance and Administration shall be to develop, maintain and administer a comprehensive and coordinated plan of fiscal and administrative policies, procedures and management services for the Annual Conference. The Council on Finance and Administration is amenable to and shall report directly to the Annual Conference.

FUNCTION: Perform the responsibilities specified in Par. 612, 613, except 613.13, 614 - 619, 625.7, 626, 635.1(b), and 637.4. The Council and Director of

Administrative Ministries shall determine staffing needs for the Treasurer's office, and work with the Personnel Committee in the hiring of staff.

MEMBERSHIP: Twelve to seventeen persons nominated by the Nominating Committee and elected by the Annual Conference at the session following General Conference for four year terms, with at least one more layperson than clergy, and at least one member shall be from a church of less than two hundred members.

EX OFFICIO MEMBERS WITH VOTE: General Council on Finance and Administration representatives (subject to Disciplinary restrictions).

EX OFFICIO MEMBERS WITHOUT VOTE: Director of Administrative Ministries, Bishop, Cabinet representative, Connectional Ministries Council representative, Marketing and Communications Council representative.

2. CONFERENCE COMMISSION ON EQUITABLE COMPENSATION.

FUNCTION: Perform the functions specified in Par. 625, recommend to the Annual Conference policies relating to minimum standards for local church parsonages and housing allowances, and any other matters relating to ministerial residences; establish budget recommendations; administer the Equitable Compensation Fund.

MEMBERSHIP: Five laypersons, five clergy, including one layperson and one clergy from churches with membership of less than 200 members nominated by the Nominating Committee and elected by Annual Conference, and one Cabinet representative.

3. CONFERENCE BOARD OF PENSIONS AND HEALTH BENEFITS.

FUNCTION: Perform the functions as specified in Par. 639.

MEMBERSHIP: Twelve persons nominated by the Nominating Committee and elected by the Annual Conference. The nominees shall not be indebted to pension and benefit funds, plans, and programs.

EX OFFICIO MEMBERS WITH VOTE: General Board of Pensions representative.

EX OFFICIO MEMBERS WITHOUT VOTE: Director of Pensions/Benefits, Cabinet representative.

4. CONFERENCE BOARD OF TRUSTEES.

FUNCTION: Perform the responsibilities specified in Par. 2512.

MEMBERSHIP: Twelve persons who are at least 18 years of age, who are nominated by the Nominating Committee and elected by the Annual Conference. Trustees shall serve terms of four years, with the option of serving a second term of four years. Lay members shall be in good standing of their local church.

EX OFFICIO MEMBERS WITHOUT VOTE: Director Administrative of Ministries, Cabinet representative.

5. CONFERENCE MOVING COMMITTEE

FUNCTION: Recommend to the Annual Conference policies relating to the Pastor's Moving Expense Fund and administer the Pastor's Moving Expense Fund.

MEMBERSHIP: One clergy and four laypersons, of which at least one shall be a clergy spouse and others, if possible, have experience in the moving and trucking business nominated by the Nominating Committee and elected by Annual Conference.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative.

6. KANSAS AREA EPISCOPAL RESIDENCE COMMITTEE.

FUNCTION: Perform the responsibilities of Par. 638 on an area basis.

MEMBERSHIP: The Kansas East and Kansas West Annual Conferences shall each elect an equal number of persons to the Committee, which shall be comprised of the Chairperson or designate of Conference Committee on Episcopacy, President or designate of Conference Council on Finance and Administration, President or designate of Conference Board of Trustees.

EX OFFICIO MEMBERS WITHOUT VOTE: Director of Administrative Ministries.

7. KANSAS AREA COMMISSION ON ARCHIVES AND HISTORY.

FUNCTION: Perform the functions specified in Par. 641.1 and 2548.4, supervise the operation of the Kansas Area's archives and archivist, provide policy, support and supervision of the Kansas Area Archivist .

MEMBERSHIP: Seven persons nominated by the Nominating Committee and elected by Annual Conference.

EX OFFICIO MEMBERS WITH VOTE: Conference United Methodist Women's historian, Kansas Area Archivist.

EX OFFICIO MEMBERS WITHOUT VOTE: Kansas Area Cabinet representative.

8. CONFERENCE STRUCTURE COMMITTEE.

FUNCTION: To evaluate and recommend changes in the organizational structure of the Annual Conference; to serve as a consultative group to the Cabinet for review of district lines and area structure; to review and recommend the Session Rules of the Annual Conference.

MEMBERSHIP: Six persons nominated by the Nominating Committee and elected by the Annual Conference.

EX OFFICIO MEMBER WITH VOTE: Conference Lay Leader

EX OFFICIO MEMBERS WITHOUT VOTE: Bishop, Council on Finance and Administration representative, Cabinet representative, Connectional Ministries representative, Marketing and Communications Council representative, Conference Secretary.

9. CONFERENCE SESSIONS PLANNING COMMITTEE.

FUNCTION: To plan the Annual Conference sessions.

MEMBERSHIP: Six persons nominated by the Nominating Committee and elected by the Annual Conference.

EX OFFICIO MEMBERS WITH VOTE: Conference Lay Leader, Conference Secretary.

EX OFFICIO MEMBERS WITHOUT VOTE: Bishop, Cabinet representative, Director of Connectional Ministries, Director of Marketing and Communications.

10. CONFERENCE PERSONNEL COMMITTEE.

FUNCTION: The Personnel Committee shall establish uniform and equitable policies and practices in the employment and compensation of all personnel, in cooperation and consultation with Conference agencies that have employed staff subject to said policies, pursuant to Par. 613.13. The Personnel Committee shall hire and nominate where applicable all employed senior level staff of the Annual Conference in consultation with the respective agencies to which they are assigned, with the exception of the Conference Treasurer and the Conference Chancellor. The Personnel Committee shall receive job descriptions for each position from the appropriate agency. The Personnel Committee shall consult

with the Bishop on the appointment of ordained ministers to any senior level staff position.

If a vacancy should occur during the conference year, the Personnel Committee shall fill the vacancy until the next session of Annual Conference. Upon recommendation of the Bishop, the Personnel Committee may remove any senior level staff from office for cause, and fill the vacancy until the next session of the Annual Conference.

MEMBERSHIP: Five persons nominated by the Nominating Committee, in consultation with the Bishop, and elected by the Annual Conference. Conference staff persons are not eligible for nomination to this Committee. The nomination of professional persons familiar with personnel management shall be a priority.

EX OFFICIO MEMBERS WITH VOTE: Council on Finance and Administration representative, Connectional Ministries representative, Marketing and Communications representative. Conference staff persons are not eligible to serve in any *ex officio* position on the Personnel Committee.

EX OFFICIO MEMBERS WITHOUT VOTE: Dean of the Cabinet.

11. CHANCELLOR'S COUNCIL.

FUNCTION: Pursuant to Guidelines adopted in 1990, provide guidance and counsel to the Chancellor, establish annual budget recommendations for submission to Conference Council on Finance and Administration, provide to the Bishop service, review and recommendations for incumbency.

MEMBERSHIP: Three persons who are appointed by and who serve at the pleasure of the Bishop.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative.

12. KANSAS AREA COMMITTEE ON EPISCOPACY.

FUNCTION: Perform the functions specified in Par. 637 on an area basis.

MEMBERSHIP: Two persons appointed by the Bishop, and six persons nominated by the Nominating Committee and elected by the Annual Conference. It is recommended that these six persons be comprised of one young adult, one ethnic representative, one youth, one laywoman, one layman and one clergy. The Committee shall be elected quadrennially at the session following General Conference. These eight persons shall not be members of the Annual Conference staff or any of its agencies, nor an immediate family member of such staff.

EX OFFICIO MEMBERS WITH VOTE: Conference members of Jurisdictional Committee on Episcopacy, Conference Lay Leader.

CONNECTIONAL MINISTRIES

The leadership and programming functions performed by the following agencies represent the ministry in action of the Annual Conference, and these agencies shall work in shared ministry with one another and with the agencies of Administrative Ministries and Marketing and Communication Ministries.

CONNECTIONAL MINISTRIES COUNCIL.

PURPOSE: The primary purpose of the Connectional Ministries Council is to facilitate and coordinate the mission of the Annual Conference. Four areas of ministry will function to carry out this purpose - Leadership Development, Discipleship, Mission and Advocacy. The Council will give guidance, support and direction to ministry within the Annual Conference, including the local church, Ministry Clusters, Districts, Annual Conference Ministry Teams, Conference agencies, institutions and other bodies deemed appropriate for the mission of the Annual Conference. Communication and interaction among the two ministry areas will be essential.

FUNCTION: The Connectional Ministries Council shall: Be responsible for the development, administration and evaluation of all program ministries of the Annual Conference; Encourage, coordinate and support existing and new forms of ministry; Receive budget requests and block grant requests from Conference agencies, ministry clusters, local churches, districts and other units and recommend to the Council on Finance and Administration amounts to be allocated in the Annual Conference budget for such ministries; Determine staffing needs for the Connectional Ministries Council and related agencies, and work with the Personnel Committee in the hiring of staff; Coordinate its purpose and functions in cooperation with all agencies of the Annual Conference, and the General Church and its agencies; Perform the functions specified in Pars. 608 and 614.3(b) (2).

ORGANIZATION: The agencies relating to the Connectional Ministries Council shall be divided into four ministry teams - Leadership Development, Discipleship, Mission and Advocacy. Such titles do not define the absolute parameters of authority for each area of ministry, as all ministries are interconnected.

The Discipleship, Mission and Advocacy ministry teams shall have a coordinator who will be responsible for convening the ministry team, being a conduit for communication among the team's agencies, relating the needs and plans of the team to the Director of Connectional Ministries and the Connectional Ministries Council and serving on the Focus Team. The ministry team coordinators will also make budgetary recommendations to the Connectional Ministries Council and assist the Director of Connectional Ministries in monitoring the spending plan of the agencies for which their ministry team is responsible. There will also be a coordinator of district programming to stimulate and facilitate programming for all of the districts.

The Connectional Ministries Council shall meet as determined by the Council, but not less than three times each year. The ministry teams may meet on an as needed basis, either individually or in combination. An Executive Committee shall consist of the chairperson, the vice-chairperson, the secretary, the four coordinators and the Director of Connectional Ministries.

MEMBERSHIP: Chairperson, vice-chairperson, secretary and four coordinators nominated by the Nominating Committee and elected by the Annual Conference.

EX OFFICIO MEMBERS WITH VOTE: Conference Lay Leader, one Cabinet representative, the six District Council on Ministries chairpersons, the Connectional Table representative and the chairpersons of each of the agencies relating to the Connectional Ministries Council.

EX OFFICIO MEMBERS WITHOUT VOTE: Bishop, Area Director of Clergy and Congregational Excellence, Marketing and Communications Council representative.

1. LEADERSHIP DEVELOPMENT MINISTRIES TEAM.

These agencies shall provide leadership development for all facets of the Annual Conference to strengthen clergy, lay and local church leadership. The result of leadership development ministries will be to apply a spiritually discerning process in identifying, recruiting and utilizing the best possible leaders for local churches, cluster groups and all areas of the Annual Conference. The Leadership Development Ministries Team will identify resources and training which will result in effective servant leadership within the local churches. Leadership development of all Christians in all areas of ministry will emphasize the priorities set forth by the Annual Conference.

The Director of Connectional Ministries shall assist the related agencies in implementing their functions pursuant to these purposes, provide communication with other groups in the Annual Conference, and coordinate their work with the Connectional Ministries Council. Budget requests shall be submitted to the Connectional Ministries Council.

(1) BOARD OF ORDAINED MINISTRY.

FUNCTION: Perform the functions as specified in Par. 635, and coordinate and administer the work of the District Boards on Ordained Ministry. Although the Board is part of Connectional Ministries and related to the Connectional Ministries Council, the Board of Ordained Ministry shall be directly amenable to the Annual Conference, and shall have direct access to the Council on Finance and Administration.

MEMBERSHIP: The members shall be nominated by the presiding Bishop, after consultation with the Chairperson of the Board, the Board's Executive Committee or a Committee elected by the Board of the previous quadrennium, and with the cabinet. The number of persons nominated to the Board shall be determined by the Bishop after consultation to determine the membership needed to meet the Board's responsibilities. At least six ordained elders and deacons in full connection shall be nominated. One fifth up to one third of the members shall be laypersons. At least one member of the board shall be engaged in extension ministry. At least two thirds of the members of the Board shall be graduates of seminaries listed by the University Senate. At least two local pastors or associate members shall be named full members of the Board. Elected Board members may serve a maximum of three consecutive four-year terms. It is recommended that each district be represented by a member of the Board.

EX OFFICIO MEMBERS WITH VOTE: Chairpersons of the Order of Deacons and the Order of Elders, chairperson of the Fellowship of Local Pastors and Associate Members, General Board of Higher Education and Ministry representative.

EX OFFICIO MEMBERS WITHOUT VOTE: Two Cabinet representatives, Area Director of Clergy and Congregational Excellence.

(a). ADMINISTRATIVE REVIEW COMMITTEE.

FUNCTION: Perform the functions specified in Par. 636.

MEMBERSHIP: Three clergy in full connection and two alternates who are nominated by the Bishop and elected quadrennially by the clergy session of members in full connection. Members may not be members of the Cabinet or the Board of Ordained Ministry.

(b). COMMITTEE ON INVESTIGATION.

FUNCTION: Perform the responsibilities of Par. 2703.2, 2704.2 and 2706.

MEMBERSHIP: Seven elders in full connection, two lay observers, six alternate members (five of whom shall be elders in full connections and one shall be a lay person). The Committee is nominated by the Bishop in consultation with the Board of Ordained Ministry and elected quadrennially by the Annual Conference. None of the members or alternates shall be members of the Board of Ordained Ministry, the Cabinet, or immediate family members of the above.

(c). DIACONAL MINISTERS COMMITTEE ON INVESTIGATION.

FUNCTION: Perform the responsibilities specified in Par. 2703.3, 2704.3 and 2706.

MEMBERSHIP: Three diaconal ministers or members of the church, and two alternative members who are not members of the Board of Ordained Ministry, who are nominated by the Bishop and elected by the Annual Conference.

(2) BOARD OF LAITY.

FUNCTION: Perform the functions specified in Par. 631.

MEMBERSHIP: The following ex officio members shall constitute the members of the Board.

EX OFFICIO MEMBERS WITH VOTE: Conference Lay Leader, Associate Conference Lay Leaders, Conference United Methodist Women representative, Conference United Methodist Men representative, Conference Council on Youth Ministries representative, District Lay Leaders, Conference Council on Young Adult Ministry representative.

EX OFFICIO MEMBERS WITHOUT VOTE: Bishop, Cabinet representative, Area Director of Clergy and Congregational Excellence.

(3) CONFERENCE NOMINATING COMMITTEE.

FUNCTION: To recruit and nominate members of Annual Conference agencies except where other nominating procedures are required by *The Book of Discipline* or Annual Conference Rules and to select the chairperson for all conference agencies for a term of four years, unless the group is governed by a different conference policy.

MEMBERSHIP: Nine persons elected by the Annual Conference pursuant to Conference Nominating Rules, and one person from each district who is nominated by each district and elected by the Annual Conference.

EX OFFICIO MEMBER WITHOUT VOTE: Area Director of Clergy and Congregational Excellence.

2. DISCIPLESHIP MINISTRIES TEAM. These agencies shall interpret and promote group ministries in local congregations in order to support the formation of Christian disciples focused on the transformation of the world.

The Discipleship Coordinator shall assist the related agencies in implementing their assigned functions pursuant to these purposes, provide communication with other groups in the Annual Conference and coordinate their work with the Director of Connectional Ministries, the Connectional Ministries Council and the Focus Team. Budget requests shall be submitted to the Connectional Ministries Council.

(1) BOARD OF DISCIPLESHIP.

FUNCTION: Perform the responsibilities as specified in Par. 630.1 except as to camping ministries in (b) and (c), 630.2 except (e) and (h), 630.3 - 630.6. The Board shall have responsibilities in the areas of:

Christian Education.
Worship.
Evangelism.
Stewardship.
Spiritual Formation.

MEMBERSHIP: Twelve persons shall be nominated by the Nominating Committee and elected by the Annual Conference; one representative from each district.

EX OFFICIO MEMBERS WITH VOTE: General Board of Discipleship representative.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative; Associate Director of Connectional Ministries; Discipleship Ministries Coordinator; Kansas Area United Methodist Foundation, Inc. representative.

(a). EDUCATIONAL MINISTRIES TEAM.

FUNCTION: To resource local churches, districts and the annual conference in all areas of Christian education and formation through consultation, events and workshops, by invitation of the hosting entity or according to expressed needs. To supervise the Resource Center.

MEMBERSHIP: Six members invited by the Board of Discipleship, who are each certified or experienced Christian Educators with a broad understanding of Christian education and formation.

EX OFFICIO MEMBERS WITHOUT VOTE:

Resource Center Librarian, a representative from the Marketing and Communications Council, Associate Director of Connectional Ministries.

(2) CONFERENCE COUNCIL ON YOUTH MINISTRIES.

FUNCTION: Perform the functions as specified in Par. 649; strengthen youth ministry in the local churches and districts; initiate and support plans, activities and projects that are of particular interest to youth; support and facilitate, where necessary, the formation of youth caucuses; cooperate with agencies of the Annual Conference, receiving and making recommendations; recommend to the Nominating Committee qualified youth for membership on Annual Conference agencies; elect and certify Annual Conference representatives to the jurisdictional youth ministry organization convocation; advocate for youth in the Annual Conference.

MEMBERSHIP WITH ANNUAL CONFERENCE VOTE: Three youth from each district (one from each district is recommended to represent racial and ethnic diversity), CCYM president.

EX OFFICIO MEMBERS WITHOUT VOTE: Two alternate members from each district, four at-large members, at least two adult youth coordinators from each district, Associate Director of Connectional Ministries-Student Ministries, Cabinet representative, Discipleship Ministries Coordinator.

Youth representatives and coordinators shall be selected by each District Council on Youth Ministry and elected by the Annual Conference.

(3) CONFERENCE COUNCIL ON YOUNG ADULT MINISTRIES.

FUNCTION: To perform the functions specified in Par. 650.

MEMBERSHIP: The membership shall be comprised of young adults (age 19 to 30) from every district. The Council on Young Adult Ministry shall organize as needed.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative; Associate Director of Connectional Ministries-Student Ministries, Discipleship Ministries Coordinator.

(4) UNITED METHODIST CAMPUS MINISTRY IN KANSAS, INC.

FUNCTION: To perform functions specified in Par. 634.

MEMBERSHIP: Ten persons nominated by the Nominating Committee and elected by the Annual Conference. There shall be at least one member from each district to ensure geographic representation.

(5) COMMISSION ON CAMPING MINISTRY.

FUNCTION: To perform the responsibilities as specified in Par. 630.1(b) and (c) as they relate to camping ministry and Par. 630.2(e); evaluate the Annual Conference program of camps; develop and recommend policies for the administration of the Commission's programs; work with the Connectional Ministries Council, Districts, local churches and Marketing and Communications Council to interpret and promote the camps

conducted by the Commission, in consultation with site management and the Associate Director of Connectional Ministries-Student Ministries; prepare and present to the Connectional Ministries Council an annual budget for its administration and programs, and for adequate support of operating and capital needs of the United Methodist Centers in the Annual Conference; to monitor fiduciary and legal relationships with the United Methodist Centers in the Annual Conference and to evaluate and communicate the effectiveness of the United Methodist Centers site staffs in training and implementing the Annual Conference program of camps, training and supervision of volunteers and paid staff for its programs, and in the implementation of policies for the administration of the Commission's programs.

MEMBERSHIP: Ten persons nominated by the Nominating Committee and elected by the Annual Conference; one representative from each District.

EX OFFICIO MEMBERS WITH VOTE: Conference Council on Youth Ministries representative, Conference Council on Young Adult Ministry representative, Lakeside United Methodist Center Board representative, Horizon United Methodist Center Board representative.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative, Lakeside United Methodist Center Director, Horizon United Methodist Center Director, Associate Director of Connectional Ministries-Student Ministries, Discipleship Ministries Coordinator.

- 3. MISSION MINISTRIES TEAM.** These agencies shall discern those places where the gospel has not been heard or heeded and to witness to its meaning throughout the world, inviting all persons to newness of life in Jesus Christ, encourage and support the development of servant leadership in mission for both the Church and society and establish and strengthen congregations where opportunities and needs are found.

The Mission Ministries Coordinator shall assist the related agencies in implementing their functions related to these purposes, providing communication with other groups in the Annual Conference and coordinating their work with the Director of Connectional Ministries, the Connectional Ministries Council and the Focus Team. Budget requests shall be submitted to the Connectional Ministries Council.

- (1) BOARD OF GLOBAL MINISTRIES.** Perform the functions as specified in Par. 633 except 633.4(b) (27)-(36) and 633.5(e). The Board may be divided into the following divisions:

- (a) Division of World and National Ministries.
FUNCTION: Perform responsibilities found in Par. 633.4(b) (3) - (6), (8) - (12), (16), (18), (21), and (24).
- (b) Division of Conference Ministries.

FUNCTION: Perform the responsibilities found in Par. 632.4(b) (2), (4) - (7), (13)-(15), (17)-(23) and (26).

MEMBERSHIP: Nine members nominated by the Nominating Committee and elected by the Annual conference.

EX OFFICIO MEMBERS WITH VOTE: General Board of Global Ministries representative, Conference secretary of Global Ministries, District secretaries of Global Ministries, Mission Coordinator of Christian Global Concerns of Conference United Methodist Women, Area Committee of Cooperative Ministries chairperson, Conference VIM Coordinator, Conference Disaster Coordinator, Hunger Committee chairperson, Chabadza Leadership Team representative.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative, Associate Director of Connectional Ministries, Mission Ministries Coordinator.

(a) DISASTER RESPONSE COMMITTEE

FUNCTION: Perform the responsibilities found in Par. 633.4(b) (22).

MEMBERSHIP: District Disaster Response Coordinator from each district, Associate Conference Disaster Response Coordinator, VIM Coordinator, three at-large members.

EX OFFICIO MEMBERS WITHOUT VOTE: Bishop or his/her representative, Conference Disaster Response Coordinator, Associate Director of Connectional Ministries, Conference Treasurer, Area Director of Marketing and Communications.

(b) VOLUNTEERS IN MISSION (VIM) COMMITTEE

FUNCTION: Perform the responsibilities found in Par. 633.6.

MEMBERSHIP: Chairperson/Coordinator, National Teams Coordinator, International Teams Coordinator, RV Teams Coordinator and the District VIM Coordinator from each district.

EX OFFICIO WITHOUT VOTE: Associate Director of Connectional Ministries.

(2) CHABADZA LEADERSHIP TEAM

FUNCTION: Coordinate the implementation of the Chabadza Covenant Partnership between the Kansas West Conference and the Zimbabwe East Conference; assist the people, pastors, congregations, districts and ministries of the Kansas West Conference in working together in supportive and mutual relationships with their counterparts in the Zimbabwe East Conference; facilitate communication between the two conferences through approved channels; establish priorities, recommend projects and monitor the progress of projects in

consultation with their counterparts in the Zimbabwe East Conference; report yearly to the Kansas West Conference.

MEMBERSHIP: Twelve to eighteen members appointed by the Connectional Ministries Executive Committee with at least one member from each district, one youth member and sensitivity to a balanced lay/clergy mix.

EX OFFICIO MEMBERS WITH VOTE: Conference Lay Leader.

EX OFFICIO MEMBERS WITHOUT VOTE: Associate Director of Connectional Ministries, Mission Ministries Coordinator, Cabinet representative.

(3) HEALTH AND WELFARE MINISTRIES.

FUNCTION: Perform the responsibilities of Par. 633.4(b) (27)-(36); to relate the Annual Conference to the work of all health and welfare institutions for which the Annual Conference elects or confirms their Trustees or Directors; designate members of the Committee as liaisons with each institution's Board, without vote, who shall relate to the Committee the work of the institution.

MEMBERSHIP: Five persons nominated by the Nominating Committee and elected by the Annual Conference.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative, Associate Director of Connectional Ministries, Mission Ministries Coordinator.

(4) COLLEGE ADVOCACY COMMITTEE.

FUNCTION: Relate the Annual Conference to the work of all higher education institutions for which the Annual Conference elects or confirms their Trustees; designate members of the Committee as liaisons with each institution's Board, without vote, who shall relate to the Committee the work of each institution.

MEMBERSHIP: Five persons nominated by the Nominating Committee and elected by the Annual Conference.

EX OFFICIO MEMBERS WITH VOTE: General Board of Higher Education and Ministry representative.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative; Associate Director of Connectional Ministries; Advocacy Ministries Coordinator.

(5) RETIREMENT HOMES ADVOCACY COMMITTEE.

FUNCTION: Relate the Annual Conference to the work of all retirement homes for which the Annual Conference elects or confirms their Trustees; designate members of the Committee as liaisons with each institution's board, without vote, who shall relate to the Committee the work of each institution.

MEMBERSHIP: Five persons nominated by the Nominating Committee and elected by the Annual Conference.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative; Associate Director of Connectional Ministries; Advocacy Ministries Coordinator.

(6) UNITED METHODIST MEN.

FUNCTION: Perform the functions specified in Par. 648 in accordance with the plans, responsibilities and policies of the General Commission on United Methodist Men.

MEMBERSHIP: All members of local units (chartered and unchartered) within the bounds of the Conference and the resident Bishop.

(7) UNITED METHODIST WOMEN.

FUNCTION: Perform the functions specified in Par. 647 in accordance with the plans, responsibilities and policies of the Women's Division of the General Board of Global Ministries.

MEMBERSHIP: All members of local units within the bounds of the Annual Conference, and the resident Bishop.

4. ADVOCACY MINISTRIES TEAM. The agencies comprising the Advocacy Ministries shall provide ministry for those groups that represent specific minorities, special interests or ecumenical concerns. The purpose of this team will be to promote inclusiveness in all of our churches, assist us in developing empathetic feelings for other people and help us live out our motto of "Open hearts, open minds, open doors".

The Advocacy Ministries Coordinator shall assist the related agencies in implementing their functions related to these purposes, providing communication with other groups in the Annual Conference, and coordinating their work with the Director of Connectional Ministries, the Connectional Ministries Council and the Focus Team. Budget requests shall be submitted to the Connectional Ministries Council.

(1) BOARD OF CHURCH AND SOCIETY:

FUNCTION: Perform the functions as specified in Par. 629, 632, 643, 644, 653, 2002 and 2008 and relate the Annual Conference to Project Equality and other programs designed to deal creatively with reconciliation among the races.

MEMBERSHIP: Ten members nominated by the Nominating Committee and elected by the Annual Conference. One member will be specifically designated as a "champion" for each of the five following ministries: Religion and Race, Status and Role of Women, Disability Concerns, Peace with Justice and Ethnic Local Church Concerns.

EX OFFICIO MEMBERS WITH VOTE: General Board of Church and Society representative, Mission Coordinator for Mission Social Action of United Methodist Women.

EX OFFICIO MEMBERS WITHOUT VOTE: A Cabinet representative; Associate Director of Connectional Ministries; Advocacy Ministries Coordinator.

(2) COMMISSION ON CHRISTIAN UNITY AND INTERRELIGIOUS CONCERNS.

FUNCTION: Perform the functions as specified in Par. 642.

MEMBERSHIP: Six persons nominated by the Nominating Committee and elected by the Annual Conference.

EX OFFICIO MEMBERS WITH VOTE: General Commission representative, United Methodists residing within the Conference who are members of the governing board of the National Council of the Churches of Christ in the U.S.A., the World Methodist Council, the United Methodist delegation to the most recent World Council of Churches assembly, and the United Methodist delegation to the most recent plenary meeting of the Consultation on Church Union.

EX OFFICIO MEMBERS WITHOUT VOTE: Cabinet representative; Associate Director of Connectional Ministries, Advocacy Ministries Coordinator.

(3) CRIMINAL JUSTICE & MERCY MINISTRIES.

FUNCTION: Perform the functions specified in Par. 656 to promote a ministry to persons of all genders and ages who are in prison, to the families of those in prison, and to the victims of crime and their families and to be an advocate for prison concerns.

MEMBERSHIP: As determined by the Connectional Ministries Council.

(4) COMMITTEE ON NATIVE AMERICAN MINISTRY.

FUNCTION: Perform the functions specified in Par. 654.

MEMBERSHIP: Five persons nominated by the Nominating Committee and elected by the Annual Conference. When possible, the membership shall consist of a majority of Native Americans.

EX OFFICIO MEMBERS WITHOUT VOTE: Associate Director of Connectional Ministries; Cabinet representative.

(5) HISPANIC MINISTRIES.

FUNCTION: To support, promote and strengthen the Hispanic ministries of the Annual Conference.

MEMBERSHIP: Six persons nominated by the Nominating Committee and elected by the Annual Conference; Pastors serving Mission Churches. When possible, the membership shall consist of a majority of Hispanic persons.

EX OFFICIO MEMBERS WITHOUT VOTE: Hispanic Missions Coordinator; Area Superintendent of New Church Development; Cabinet representative; Advocacy Ministries Coordinator; Representative from United Methodist Mexican American Ministries and United Methodist Urban Ministries.

(6) KANSAS AREA HEALTH AND WELLNESS COMMITTEE.

FUNCTION: To encourage self care by clergy and lay members of our churches. Promote and develop church and institutional programs to build health and wellness knowledge,

skills and practice. Assist in developing partnerships with church institutions and agencies, businesses, health care providers, schools and other community resources to promote health. Increase communication concerning health—spiritual, physical, mental/emotional and social. Assist Kansas United Methodist churches, districts, conferences and agencies in development of policies and activities which support and model health. Network United Methodists who are active in these issues for additional training and support.

MEMBERSHIP: Seven persons nominated by the Nominating Committee.

EX OFFICIO WITH VOTE: Associate Director of Connectional Ministries; Conference Pension and Benefits Officer; Advocacy Ministries Coordinator; at least one representative of the United Methodist Health Ministry Fund.

(7) SEXUAL ETHICS COMMITTEE.

FUNCTION: To formulate policy regarding clergy and laity sexual ethics consistent throughout the Episcopal area. To facilitate Boundary Awareness Training across the conference.

MEMBERSHIP: Appointed by the Connectional Ministries Council.

EX OFFICIO MEMBERS WITHOUT VOTE: Associate Director of Connectional Ministries.

EPISCOPAL MINISTRIES

1. APPOINTIVE CABINET.

FUNCTION: Perform the functions specified in Par. 429 except 429.6.

MEMBERSHIP: The Bishop and the District Superintendents of each district of the Kansas Episcopal Area.

2. EXTENDED CABINET.

FUNCTION: Perform the functions specified in Par. 429.6.

MEMBERSHIP: The Bishop, Assistant to the Bishop, District Superintendents of each district of the Kansas Episcopal Area, Area Superintendent of New Church Development, Area Director of Clergy and Congregational Excellence, Area Marketing and Communications Director, Lay Leader (KWC), Consultant for Pastoral and Congregational Concerns (KEC) and Lay Leader (KEC).

TASK FORCES APPOINTED BY AND ACCOUNTABLE TO THE BISHOP. The bishop may form, dissolve and appoint the membership of such task forces as he/she deems necessary to assist with his/her responsibilities of carrying out the mission of the Annual Conference. These task forces may report directly to the Bishop or indirectly to the Extended Cabinet or senior level staff. The following task forces are currently active:

- 3. KANSAS AREA REVITALIZATION TASK FORCE.**
- 4. CENTER FOR SMALL MEMBERSHIP CHURCHES TASK FORCE.**
- 5. MINISTRY WITH THE POOR TASK FORCE.**

7. KANSAS AREA SEMINAR ON PROFESSIONAL MINISTRY TASK FORCE.

MARKETING AND COMMUNICATIONS MINISTRIES

MARKETING AND COMMUNICATIONS COUNCIL.

FUNCTION: Perform the functions of Par. 646; develop, propose, implement and administer a marketing strategy adopted by the Annual Conference; work in cooperation with the Focus Team and all Annual Conference agencies to provide marketing and communication needs; assist local churches, ministry clusters and Districts in developing and implementing marketing and communications strategies.

MEMBERS: Nine persons nominated by the Nominating Committee and elected by the Annual Conference. Nominees shall include persons with skills in marketing or communications.

EX OFFICIO MEMBER WITH VOTE: Conference UMW Communications Coordinator, General Commission on Communications representative.

EX OFFICIO MEMBERS WITHOUT VOTE: Bishop, Cabinet representative, Director of Marketing and Communications, Council on Finance and Administration representative, Connectional Ministries Council representative.

THE DISTRICTS OF THE ANNUAL CONFERENCE

1. DISTRICT CONFERENCES. In those Districts which have incorporated a District Union, the members of the District Union shall constitute the members of the District Conference when convened for that purpose by the District Superintendent or by its president or other executive officer. In those Districts which do not have an incorporated District Union, the District Conference shall be composed of each lay member to Annual Conference from a church located in the District, all clergy persons and diaconal ministers appointed or residing in the District, the District Lay Leader, and the two young persons under twenty-five years of age chosen from the District to be members of the Annual Conference.

2. DISTRICT STRUCTURE. Each District of the Annual Conference may organize to develop, administer and evaluate the missional life, advocacy needs and ministries of the church as determined by its District Conference. Any such organization shall maintain connectional relationships, develop and strengthen ethnic ministries, including ethnic local churches and concerns, and provide encouragement, coordination and support for local churches in their ministries of leadership development, nurture, outreach and witness in accordance with the mission of The United Methodist Church (Par. 658). Each District shall have a Council on Ministries or alternative structure for programming. Each District shall

have a representative to the following Conference agencies: Connectional Ministries Council (chair of DCOM); Board of Laity (District Lay Leader); Nominating Committee; Commission on Camping Ministries; Council on Youth Ministries; Council on Young Adult Ministries; Board of Discipleship; Congregational Development; Disaster Response Coordinator, VIM Coordinator and a District Commission on Global Ministries Secretary. The districts are encouraged to pattern the structure of their DCOM after the Connectional Ministries Council in a way that they deem the most effective to strengthen their connection to that body.

3. DISTRICT TRUSTEES. The District Boards of Trustees or the District Unions' Boards of Trustees shall be nominated by the District Superintendent in consultation with the District Nominating Committee, if one exists, and elected by the District Conference. Where there is no District Conference, such Trustees shall be elected by the Annual Conference.

4. REPORTING OF DISTRICT ELECTIONS. The elections by the District Conferences to District agencies and appointments and nominations to District positions by District Superintendents shall be reported to the Conference Nominating Committee for inclusion in the Conference Nominating Committee report.

5. DISTRICT BOARD OF CHURCH LOCATION.

FUNCTION: Perform the functions specified in Par. 2518 - 2522.

MEMBERSHIP: Each District Board shall be comprised of six persons nominated by the District Superintendent in consultation with the District Nominating Committee, if one exists, and elected by the Annual Conference. The members of the Board, excluding the District Superintendent, shall be divided into three staggered classes, and elected for three year terms.

EX OFFICIO MEMBERS WITH VOTE: District Superintendent.

8. DISTRICT BOARD ON ORDAINED MINISTRY

FUNCTION: Established in each District to perform the functions specified in Par. 665, and shall be amenable to the Annual Conference through the Conference Board of Ordained Ministry.

MEMBERSHIP: At least five ordained ministers in full connection appointed in each District, including women and ethnic clergy whenever possible, and nominated annually by each District Superintendent in consultation with the Chairperson or Executive Committee of the Conference Board of Ordained Ministry, and approved by the Annual Conference. Whenever possible, the Board shall include deacons in full connection. Three laypersons nominated annually by the District Superintendent and approved by the Annual Conference.

EX OFFICIO MEMBERS WITH VOTE: On each District Board on Ordained Ministry there shall be a Conference Board of Ordained Ministry representative who shall be named by the Conference Board after consultation with the respective District Superintendent.

7. DISTRICT COMMITTEE ON SUPERINTENDENCY

FUNCTION: Established in each District to perform the functions of Par. 668.

MEMBERSHIP: Two persons appointed by the District Superintendent; eight persons who are recommended to consist of two laywomen, two laymen, two clergy and two at large members, who should be selected with special attention to representation of racial and ethnic persons, youth, young adults, older adults and people with disabilities. At least seven of the members shall be laypersons

and three of the members shall be clergy. The eight persons to be elected shall be selected in such manner as each District Conference determines. In the event that a District does not have a District Conference, then pursuant to Conference Nominating Rules.

EX OFFICIO MEMBERS WITH VOTE: District Lay Leader

EX OFFICIO MEMBERS WITHOUT VOTE: Bishop

GENERAL ORGANIZATIONAL MATTERS

1. CABINET REPRESENTATIVE. Cabinet representatives and their tenure to various agencies shall be determined by the Cabinet. Cabinet representatives shall have voice but not vote on the various agencies unless voting membership is required by *The Book of Discipline* or this structure.

2. ELECTION OF OFFICERS. Each agency shall elect its own officers as required by *The Book of Discipline*. If there is no Disciplinary requirement, then such officers shall be elected as specified by this Conference Structure and the Conference Nominating Rules. Any other officers may be elected as determined by the respective agencies.

3. EMPLOYMENT OF STAFF. The Conference Treasurer shall be accountable to the Council on Finance and Administration, and nominated and elected pursuant to *The Book of Discipline*, the Conference Nominating Rules and this structure. The Conference Chancellor shall be accountable to the Bishop and the Chancellor's Council, nominated by the Bishop and elected by the Annual Conference.

The Conference Secretary and the office of the Conference Secretary shall be accountable to the Annual Conference Sessions Planning Committee, nominated by the Personnel Committee and elected by the Annual Conference. The budget for the Office of the Conference Secretary will be the responsibility of the Sessions Planning Committee.

The Conference Statistician and the Office of the Statistician shall be accountable to the Annual Conference Council on Finance and Administration. When other than the Conference Treasurer, shall be nominated by the Personnel Committee and elected by the Annual Conference. The budget for the work of the Statistician will be the responsibility of the Council on Finance and Administration.

All other senior level staff of the Annual Conference and its agencies shall be evaluated by and accountable to the Bishop.

The Personnel Committee shall hire the senior level staff persons, except that the Registrar and Associate Registrars are elected by the Board of Ordained Ministry from its membership or the Board may name a staff executive to fulfill the functions of Registrar. Each agency which has been budgeted funds to hire senior level staff shall provide a written request for staffing with a proposed job description and salary ranges to the Chair of the Personnel Committee and consult with each other for purposes of hiring senior level staff persons. The Personnel Committee shall determine salaries for the Director of Connectional Ministries and the Director of Marketing and Communications Ministries in consultation with the Bishop.

4. STAFF RESPONSIBILITIES. The Conference Treasurer shall be responsible for the day to day oversight of all employees assigned to the Conference Treasurer's office. The Connectional Ministries Council and the Bishop shall develop a working understanding on the responsibility for oversight of all employees assigned to the Connectional Ministries Council, any of its agencies or the Marketing and Communications Council. It shall be the goal of all agencies to implement an integrated staffing plan, so that senior level staff and support staff may assist and support each other as needed for efficient and effective administrative services.

5. STAFF ACCOUNTABILITY. The Director of Administrative Services and the Director of Connectional Ministries are the conference senior level staff who will be directly accountable to and evaluated by the Bishop with input from their respective councils. All other conference senior level staff and all conference support staff will be accountable to and evaluated by these two senior level staff members unless otherwise specified in this document.

6. NOMINATION OF AGENCY MEMBERS. In the nomination and election of the membership on the various agencies of the Annual Conference, it is recommended that the membership of such agencies include one-third clergy, one-third laywomen and one-third laymen, except as to the Board of Ordained Ministry. Attention shall also be given in such nominations to the inclusion of clergywomen, youth, young adults, older adults, persons from churches with small memberships, persons with disabilities, and racial and ethnic persons, in keeping with policies for general Church agencies.

7. CONFERENCE LAY LEADER. The Conference Lay Leader may designate an Associate Lay Leader to represent him or her on any agency on which the Conference Lay Leader is an ex officio member.

8. MINISTRY CLUSTER. A ministry cluster is a group of churches which may or may not be located in the same geographic area with a simplified organization that allows the participating congregations and pastoral charges to engage in cooperative programs through common goals, shared gifts, perceived potential, common strengths or mutual needs or visions. The Cabinet and Connectional Ministries Council shall provide support and guidance to the formation and operation of ministry clusters.

Organizational Structure Outline

Focus Team

Commission on New Church Development Corporation

Administrative Ministries.

1. Council on Finance and Administration.
2. Conference Commission on Equitable Compensation.
3. Conference Board of Pensions and Health Benefits.
4. Conference Board of Trustees.
5. Moving Committee

6. Kansas Area Episcopal Residence Committee.
7. Kansas Area Commission on Archives and History.
8. Conference Structure Committee.
9. Conference Sessions Planning Committee.
10. Conference Personnel Committee.
11. Chancellor's Council.
12. Kansas Area Committee on Episcopacy.

Connectional Ministries.

Connectional Ministries Council.

1. Leadership Development Team.
 - (1) Board of Ordained Ministry.
 - (a) Administrative Review Committee.
 - (b) Committee on Investigation.
 - (c) Diaconal Ministers Committee on Investigation.
 - (2) Board of Laity.
 - (3) Conference Nominating Committee.
2. Discipleship Ministries Team.
 - (1) Board of Discipleship.
 - (a) Educational Ministries Team.
 - (2) Conference Council on Youth Ministries.
 - (3) Conference Council on Young Adult Ministry.
 - (4) United Methodist Campus Ministry in Kansas, Inc.
 - (5) Commission on Camping Ministries.
3. Mission Ministries Team.
 - (1) Commission on Global Ministries.
 - (a) Disaster Response Committee
 - (b) Volunteers In Mission (VIM) Committee
 - (2) Chabadza Leadership Team.
 - (3) Health and Welfare Ministries.
 - (4) College Advocacy Committee.
 - (5) Retirement Homes Advocacy Committee.
 - (6) United Methodist Men.
 - (7) United Methodist Women.
4. Advocacy Ministries Team.
 - (1) Board of Church and Society.
 - (a) Race and Religion
 - (b) Status and Role of Women
 - (c) Disability Concerns
 - (d) Peace with Justice
 - (e) Ethnic Local Church Concerns
 - (2) Commission on Christian Unity and Interreligious Concerns.
 - (3) Criminal Justice and Mercy Ministries.
 - (4) Committee on Native American Ministry.
 - (5) Hispanic Ministries.
 - (6) Kansas Area Health and Wellness Committee.
 - (7) Sexual Ethics Committee

Episcopal Ministries.

1. Appointive Cabinet.
2. Extended Cabinet.
3. Kansas Area Revitalization Task Force.
4. Center for Small Membership Churches Task Force.
5. Ministry with the Poor Task Force.
7. Kansas Area Seminar on Professional Ministry Task Force.

Marketing and Communications Ministries.

Marketing and Communications Council.

The Districts of The Annual Conference.

1. District Conferences.
2. District Structure.
3. District Trustees.
4. Reporting of District Elections.
5. District Board of Church Location.
6. District Board on Ordained Ministry.
7. District Committee on Superintendency.

General Organizational Matters.

1. Cabinet representative.
2. Election of Officers.
3. Employment of Staff.
4. Staff Responsibilities.
5. Staff Accountability.
6. Nomination of Agency Members.
7. Conference Lay Leader.
8. Ministry Cluster.