

## **Presbyterian Women in the Synod of the Covenant**

Job Description: **LEADERSHIP DEVELOPMENT COORDINATOR**

Purpose: To coordinate and provide initial and continuing training and support for all PW leaders, especially those serving on Coordinating Teams of PWP and PWC.

Accountability: To the Coordinating Team of Presbyterian Women in the Synod of the Covenant (PWSOC/CT) and Presbyterian Women in the Synod of the Covenant (PWSOC).

Responsibilities:

1. Serve on the Coordinating Team of Presbyterian Women in the Synod of the Covenant, attend all meetings of the CT and PW Synodwide Gatherings, unless excused by the Moderator.
2. Work with other leaders of the PWSOC/CT when specific trainings are being planned, (specifically the Moderator and Vice Moderators).
3. Encourage and provide resources for leadership training in presbyteries or regions.
4. Serve on the Finance and Synodwide Gathering committees.
5. Shall keep records of her office and give them to her successor within one month of leaving office.