

## Role Description: Synod-Elected Member of the District Policy Committee

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| <b>Reports To</b>   | District Chair and the District Policy Committee                                          |
| <b>Location</b>     | Home based, but travel for face-to-face meetings around the District may be required.     |
| <b>Remuneration</b> | Voluntary. Reasonable expenses will be reimbursed.                                        |
| <b>Time Taken</b>   | Preparation and meeting time for six meetings per year, on average four hours bi-monthly. |

### Role Purpose and Objectives

The District Policy Committee (DPC) is the Trustee body for the West Midlands District and therefore responsible for overseeing all aspects of the District's work.

The Committee is largely made up of people with roles and responsibilities within the District. The Synod-elected members of the committee will have a crucial role in holding them to account and ensuring that representative voices of the wider District share in its key decision-making processes.

### Responsibilities

As Trustees, the DPC collectively

- Share in shaping and forming the mission and vision of the District.
- Oversee the use of District Funds including approving budgets and accounts, assisted in this responsibility by the work of the Resourcing Mission and Finance Committees
- Act as the employing body for all District staff.
- Ensure policies are in place so that the District complies with Methodist Conference agreed mission priorities and constitutional practice as well as charity law including safeguarding, GDPR and EDI.

Standing Orders Section 43 give further details of the responsibilities of the DPC.

Individually, trustees are required to:

- Fully participate in the work of the DPC.
- Read papers in preparation for and to attend the meetings of the DPC, currently planned as six a year, five meetings online and one in person.

- Be willing to serve as required on ad hoc working groups that arise from the DPC's work

### **Person Specification**

- A member or a minister of the Methodist Church in the West Midlands District and actively participating in mission in your local context.
- Able to demonstrate a shared vision for a growing, evangelistic, justice-seeking and inclusive Methodist Church.
- A willingness to undertake the responsibilities of being a Methodist Charity Trustee.
- Proven commitment to EDI/ Methodist Justice Dignity and Solidarity.
- Knowledge and experience of charity governance and good practice within it.
- Knowledge and experience of a number of church settings.
- Knowledge and experience of the Methodist Church's work in circuits.
- A willingness to engage with all aspects of the committee's work and read paperwork in preparation for meetings

The appointment will be subject to a satisfactory Enhanced Disclosure and Barring Service (DBS) check.