



**INFORMATION FOR POTENTIAL NEW MEMBERS IN 2024**

<b>NAME OF STANDING COMMITTEE/AGENCY:</b> Life and Work Advisory Committee	
<b>CONVENER/CHAIR:</b>	Rev James Stewart
<b>VICE-CONVENER(S):</b>	N/a
<b>SECRETARY:</b>	Lynne McNeil, Editor Life and Work
<p><b>REMIT:</b> Guidelines for Members and the Nomination Committee of the General Assembly (ratified again at GA2019)</p> <ol style="list-style-type: none"> <li>1. The Committee members should be selected as people who represent a wide range of theological opinion and perspectives, with an interest and particular gifts to offer the Committee, for example journalism, magazine production, former contributors.</li> <li>2. The Committee will meet at least twice per annum with the Editor to ensure that they are familiar with the current issues and challenges which he or she faces in producing a magazine which is readable and saleable to a wide audience within the Church and beyond.</li> <li>3. The Committee will be contacted by the Editor when he or she believes a perspective or particular issue requires some guidance and opinion from a group trusted by the Church to be honest and concerned about the integrity of the magazine and its service in the mission of the Church.</li> <li>4. While the Editor is expected to listen attentively to the views of the Editorial Advisory Committee, the editor is in no way bound by their views and must be seen as responsible for the decisions taken in relation to content and presentation of the magazine. Part of the function of the Editorial Advisory Committee is to offer support, reflection, and, when appropriate, pastoral care to the Editor.</li> <li>5. The Committee may co-opt members with particular gifts or information who do not necessarily fulfil the requirements of the Church for full membership of a General Assembly appointed Committee. This would allow the participation of members of other denominations in the work of the Group without endangering the legal status of the Committee.</li> <li>6. The membership would be seven with an independent convener appointed by the General Assembly and the Principal Clerk as an ex officio member. It would be the expectation that members might be reappointed occasionally, but the normal rules of years of service would apply and the Committee membership would change on a yearly basis. This would make the necessity for face to face meetings clear, though the Editor would be able to initiate additional meetings when necessary, and consult by e-mail or telephone, when this proved to be expedient.</li> <li>7. Each member would be expected to recognise the independence of the Editor in the exercise of his or her duties, and be happy to allow their advice to be rejected. This makes a strong demand on the membership which may feel passionately about certain issues and find that the Editor is not in agreement with them. The Advisory Committee should, however, be used by the Editor as a “sounding board” for ideas and for insight into perplexing situations, and able to engage with the Committee and justify decisions when they are clearly contrary to the advice given.</li> <li>8. It is clear from the above and the report to the General Assembly of 2010 that the editorial independence of Life and Work is asserted and that the Advisory Committee operates in a collaborative, but not regulatory, manner in relation to the Editor.</li> </ol>	



**SKILLS AND EXPERIENCE SOUGHT AT THIS TIME:**

A common sense approach and strong understanding of the work and place of the Church of Scotland in society today, coupled with an interest or experience of working within a media environment - print, broadcast or online - would be helpful. Knowledge of social media would be appreciated, but is not essential.

**EXPECTATIONS OF MEMBERS:**

Attending meetings twice a year (presently online) and responding via email to any consultations between meetings.

**MEMBERSHIP AND ANTICIPATED VACANCIES:**

**Include confirmation of the number of vacancies to be filled**

**NB: a completed Nomination Form must be submitted by all proposed nominees including anyone wishing to be put forward for proposed re-appointment**

Seven members plus convener and Principal Clerk (ex officio)

Three member vacancies and one convener vacancy in 2024.

**FREQUENCY, TIMING AND VENUE OF MEETINGS:**

**include mention of any particular day(s) of the week when meetings would fall and whether meetings will be attended online and/or in person**

The Committee meets twice a year (via Microsoft Teams) but deals with items of business between meetings by email. Meetings generally last around one to two hours.

**DETAILS OF SUB-COMMITTEES/GROUPS:**

**include frequency, timings, venue and any particular day(s) of the week when meetings would fall**

N/a

**FURTHER DETAILS:**

**Include any useful web links**

Life and Work's website is available at [www.lifeandwork.org](http://www.lifeandwork.org)