

Connectional AMEWIM announces two vacant Executive Board positions for the 2024-2028 quadrennium:

- General Secretary, (2021-2024 Bylaws. Article VI, Section 17)
- Financial Secretary, (2021-2024 Bylaws, Article VI, Section 19)

These offices shall be filled in accordance with the 2021-2024 AMEWIM Bylaws for Newly Created Offices and Vacancies, Article VI, Section 7 which states:

*Newly created offices of the Executive Board and vacancies among the Executive Board for any reason may be filled by vote of a majority of the Executive Board members then in office. The Executive Board members so elected shall serve until the next general meeting of AMEWIM.*

The Connectional Executive Board is seeking to have representation of women from across the 20 Episcopal Districts. We are seeking representation from Episcopal Districts not currently represented on the Executive Board. The Districts not currently represented on the Executive Board are 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>, 14<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup>, and 20<sup>th</sup>. Eligibility for these offices will be determined in accordance with the 2021-2024 AMEWIM Bylaws, Article III, Section 5.

Connectional AMEWIM would like to fill the positions by November 1, and have said persons present for the Connectional AMEWIM Installation of Officers during the General Board, December 4-5, 2024 in Atlanta, Georgia.

**Applications will be accepted until 11:00 p.m. EST on October 15, 2024. Late applications will not be accepted.**

Application materials must be sent via Google form at the following link – <https://forms.gle/BJjqA1eCb3TrWoS77>. A confirmation of receipt will be sent to the applicant within 24-hours of submission (if you do not receive a receipt within 24-hours your submission was not received).

Each interested woman in ministry shall submit:

- a. A 1-2 page statement of interest that includes her qualifications and vision for the office.
- b. A recent headshot photograph.
- c. Verification letter of being a full member in good and regular standing from her Episcopal District President or Annual Conference Coordinator if the candidate is Episcopal President.
- d. A resume or curriculum vitae not exceeding five pages that includes:
  - Previous experience as a member/officer on any Boards or organizations in the church, community and/or professional field.
  - Involvement in AMEWIM on the Connectional, District and/or Conference level including offices held, level of attendance and

participation in meetings and other activities, advocacy, mentoring, and other areas of contribution.

- e. A letter of declaration stating if:
- she has any pending criminal case(s) or action that would impede her service to AMEWIM
  - she has been convicted of a crime or any case(s) substantiated by the Annual Conference Ministerial Efficiency Committee or any other AME tribunal;
  - she would sign a waiver for a background check.

**All applicants will be notified of the final decision by November 1.**

Rev. Dr. Mila P. Cooper, Co-Chair

Rev. Dr. Jacquita Henderson, Co-Chair

Rev. Dr. Joy Galmon, President

**Vacancy for The Office of General Secretary:**

General Secretary: Powers and Duties. The General Secretary shall keep records of all proceedings, meetings, correspondence and matters essential to AMEWIM. She shall keep a record of all members. By the 30th day of September following the General Conference, she shall ensure said records are transferred to the Herstorlographer for AMEWIM. She shall preside over any call meetings and executive meetings in the absence of the President, First Vice President, Second Vice President, and Third Vice President.

**Vacancy for The Office of Financial Secretary:**

Financial Secretary: Powers and Duties. The Financial Secretary shall be responsible for the maintenance of account records. She shall maintain a list of all dues-paying members. She shall record all monies (income and expenditures) for the quadrennial and report the same to the Executive Board. She and the treasurer shall be accurate in the record of all monies received and spent and shall ensure compliance with our written financial policies. She shall provide a monthly financial report to the President and Executive Board; and she must provide quarterly written acknowledgement to each Episcopal District President, Third Vice Presidents, Financial Secretary and Treasurer.