

Job Description: Sexual Misconduct Pastoral Response Team (SMPRT)

Overview: The Sexual Misconduct Pastoral Response Team responds quickly and objectively to reports of sexual misconduct. The Team works with and is available to the accuser, the accused, the alleged victim, the congregation, and the co-workers of the parties involved. Members will be trained to respond to allegations of sexual misconduct and to recognize and identify the issues involved in sexual misconduct, sexual harassment, and child sexual abuse.

The Sexual Misconduct Pastoral Response Team reports only to the Presbytery is not accountable to the Coordinating Team.

Terms of Service: The Team is composed of nine persons, balanced with appropriate representation of men, women, clergy, and lay persons, elected for **three-year rotating terms. Members may be re-elected to a second three-year term.**

Meetings: Pursuant to the Sexual Misconduct Pastoral Response Team Policies and Procedures, this Team meets no less than two times per year for familiarization with policies, procedures, and for continuing education. Meetings may be in-person or held virtually.

Requirements: This Team should be composed of persons who will be able to respond skillfully, sensitively, and objectively to situations of alleged sexual misconduct. Members should be familiar with the legal, administrative, and disciplinary procedures of the Presbytery as well as the Presbyterian Church (U.S.A.).

Committee members should be familiar with the Constitution of the Presbyterian Church (USA), specifically the *Book of Order*, as well as the Presbytery's [Manual of Operations](#). Members should also be familiar with the Presbytery's [Sexual Misconduct Policy](#) and [Child Youth Vulnerable Adult Protection Policy](#).

Responsibilities of the Chair: The Chair is responsible for oversight of the functions of SMPRT, as defined in the overview above; and for facilitating meetings, which includes developing agendas, gathering documents and other information, and communicating these to the committee members in a timely and effective manner. Other duties include reporting (written) to the presbytery via the Stated Meeting handbooks; developing, in consultation with the committee, an annual budget request with rationale; and attending Stated Meetings of Presbytery when the committee has business or announcements.