

**Peacemaking Advocate  
Presbytery of San José  
Position Description**

The Peacemaking Advocate (PA) of the Presbytery of San José supports and encourages the involvement of congregations within the Presbytery in the ministry of peace and justice. The work of the PA is a ministry of the Presbytery Peace and Justice Ministry (P&J M), which is a task force of the Presbytery. The PA also relates and reports to the Executive and the Associate Executive Presbyter.

**General Areas of Responsibility**

- a. Responds to requests for information about the ministry of peacemaking.
- b. Provides educational and program support as requested to congregations in the Presbytery concerning issues of justice, peace, and reconciliation.
- c. Acquires and maintains knowledge about denominational resources and other material which are available.
- d. Develops and promotes opportunities for peace education and action among congregations within the Presbytery and in cooperation with ecumenical / interfaith peacemaking efforts and organizations.
- e. Provides guidance concerning peace and justice issues of particular importance to Bay Area churches; e.g., youth violence, domestic violence, racial and economic injustice, as well as international peacemaking concerns.
- f. Promotes the annual peacemaking offering

**Other Areas of Responsibility Include:**

- a. Provides informational displays at Presbytery meetings as needed.
- b. Provides monthly reports to the P&J M about activities and educational programs.
- c. Informs the Presbytery about General Assembly recommendations concerning justice and peace issues.

**Qualifications:**

- a. The person shall profess to be a Christian and be a Presbyterian.
- b. The person needs to be familiar with PCUSA polity and Peace and Justice Issues.
- c. The person needs to be able to articulate in speech and writing and be able to address groups of people.
- d. The person needs to be proficient with and have access to a computer with internet connection.
- e. The person needs to have an automobile and a driver's license in order to attend meetings in churches within our Presbytery.
- f. The person shall have liability insurance covering his/her auto.
- g. The person must be able to meeting during daytimes and evening hours, both during the week and on weekends.
- h. The person needs to deal effectively wide range of opinions and perspectives laypeople.

This is a contract position for 20 hours per month. There is a stipend of \$300.00 per month, plus \$100 a month for expenses. There are no benefits associated with this position. The PA serves as ex-officio member of the P&J M. This position is under the direct supervision of the Executive Presbyter through the Associate Executive Presbyter, and will abide by the Personnel policies of the Presbytery of San José.