

Synod of the Northeast

<https://synodne.org/job/shared-merger-coordinator/>

Shared Merger Coordinator

Description

The Shared Merger Coordinator supports two neighboring Presbyteries as they develop and implement a plan for formal merger. This role focuses on the detailed, practical, relational, and communication work required to bring Cayuga-Syracuse and Susquehanna Valley Presbyteries together in a way that strengthens their shared ministry. The Coordinator will help guide the formation of one new presbytery — honoring each presbytery's history while cultivating a new, shared identity and a faithful witness to God's reign in this region.

Responsibilities

Overall Coordination

- Develop and manage a comprehensive merger schedule that guides expectations, timelines, and committee work.
- Support Presbyteries, and leadership as they move toward a unified structure and shared mission.
- Work collaboratively with the Lead Presbyter, Assistant to the Lead Presbyter, Synod leadership, and Presbytery committees.

Manage the Four Dimensions of the Merger

1. Relational Merger

- Support the Focus and Coordination Team in creating opportunities for leaders and committees, to build deeper connections.
- Encourage shared identity formation and collaborative ministry.

2. Fiscal Merger

- Work with treasurers and accounting staff to assess both Presbyteries' financial status.
- Facilitate the merging of financial records, policies, and procedures.
- Ensure clarity, transparency, and accuracy throughout the process.

3. Ecclesiastical Merger

- Collaborate with the Lead Presbyter and Stated Clerks.
- Coordinate with the Synod and the PC(USA) General Assembly Administrative Commission on Mid Councils.
- Support committees in meeting target approval dates:
- Initial approval: 2027 Synod Assembly
- Final approval: Quarterly meeting of the Administrative Commission on Mid Councils by end of 2027

4. Legal Merger

- Work with Presbytery attorneys to merge the two legal corporations in accordance with New York State law.
- Ensure compliance with all required filings, documentation, and legal processes.

Hiring organization

Cayuga-Syracuse Presbytery &
Susquehanna Valley Presbytery

Employment Type

Contractor

Duration of employment

One Year

Date posted

October 1, 2026

Qualifications

The successful candidate will:

- Be a self-starter who works well with others and provides structure, clarity, and direction during transition.
- Collaborate effectively with the Lead Presbyter, Stated Clerks, Moderators, Councils, and Committees of both Presbyteries.
- Bring a pastoral approach to problem-solving, with sensitivity to diverse theological perspectives and cultural backgrounds.
- Manage multiple tasks simultaneously and maintain focus across several merger components.
- Be familiar with Presbyterian polity, including the Book of Order and presbytery governing documents.
- Understand financial and legal processes, working comfortably with treasurers, accountants, and attorneys.
- Maintain awareness of timelines and keep the merger process moving forward.

Terms & Compensation

- This is a contract position for a one-year term, with the possibility of extension following a comprehensive review.
- Compensation is commensurate with experience.
- Travel and professional allowances will be provided.

Contacts

Send resume and cover letter to asst.presbyter@gmail.com