



**Northern  
Presbytery**

**Church Officer Bearers &  
Commissioned Presbytery Elders  
Calendar Year 2025**

**For your Session/Parish Council meeting. Please tick one of the following**

**Changes to Office Bearers since 2024** ☐

**No Changes to Office Bearers since 2024** ☐

It is essential that you complete this form fully and return it to the Presbytery office on time so that Voting Rolls and the Local Directory can be accurately updated by February 2025.

**PLEASE NOTE: YOUR PARISH CANNOT BE REPRESENTED IF THIS FORM IS NOT COMPLETED BY THE NEXT PRESBYTERY MEETING. VALID VOTING ELDERS MUST BE COMMISSIONED FOR THE COMING YEAR.**

Please return to the Presbytery Office [administrator@northpres.org.nz](mailto:administrator@northpres.org.nz) or PO Box 9240, Newmarket, Auckland 1149, by 17<sup>th</sup> January 2025.

Parish Name: \_\_\_\_\_

Parish Street Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Parish Postal Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Parish Phone Number: \_\_\_\_\_

Parish Email Address \_\_\_\_\_

**We, the Session/Parish Council of the Parish of \_\_\_\_\_  
Commission the following persons as our Presbytery Elder and our Alternate Elder for 2025**

Presbytery Elders full name: \_\_\_\_\_

Presbytery Elders Address: \_\_\_\_\_

Presbytery Elders Phone Numbers \_\_\_\_\_

Presbytery Elders Email address: \_\_\_\_\_

**(Please include this as most correspondence from the Presbytery office comes via email.)**

Alternate/Substitute Elder (Alternate Presbytery Elder can be on a Presbytery Work Group)

**Please note:** An alternate/substitute Elder attends when the main Elder cannot – an alternate Elder only votes when the Presbytery Elder is not present. An alternate Elder does not usually receive mail from Presbytery – it is the task of the Presbytery Elder to inform their substitute if they are not able to attend Presbytery and make their papers available to the substitute.

Alternate Elders full name: \_\_\_\_\_

Alternate Elders Address: \_\_\_\_\_

Alternate Elders Phone Numbers \_\_\_\_\_

Alternate Elders Email address: \_\_\_\_\_

**(Please include this as most correspondence from the Presbytery office comes via email.)**

We realise that the Presbytery Elder may well be busy in many ways but each parish is asked to contribute a person who is able to give time for a Presbytery task

Will the Elder or some other member of your Session be available to serve on a Presbytery Workgroup

or Ministry Settlement Board? Yes ☐ or No ☐

(If yes, circle one of the Committees etc below.)

Property and Finance Workgroup/Mission Fund Committee/Conflict Advisory Workgroup/Leadership & Development Workgroup/Candidates Workgroup/Youth Forum/Congregational Review Facilitator.

Signed: \_\_\_\_\_ Session/Parish Clerk

Date: \_\_\_\_\_

**Parish Office Bearers:**

**Please complete this in order that the Presbytery Directory can be updated in February 2025.**

**Minister:** \_\_\_\_\_

Postal Address Minister: \_\_\_\_\_

Phone Numbers Minister: \_\_\_\_\_

Email Address Minister: \_\_\_\_\_

**Second Minister/Associate Minister/Lay Minister:** \_\_\_\_\_

Postal Address Minister: \_\_\_\_\_

Phone Numbers Minister: \_\_\_\_\_

Email Address Minister: \_\_\_\_\_

**Session/Parish Clerk** \_\_\_\_\_

Postal Address Session Clerk: \_\_\_\_\_

Phone Numbers Session Clerk: \_\_\_\_\_

Email Address Session Clerk: \_\_\_\_\_

**Parish Treasurer** \_\_\_\_\_

Postal Address Treasurer \_\_\_\_\_

Phone Numbers Treasurer: \_\_\_\_\_

Email Address Treasurer: \_\_\_\_\_

**Child Protection Officer** \_\_\_\_\_

Postal Address CPO \_\_\_\_\_

Phone Numbers CPO: \_\_\_\_\_

Email Address CPO: \_\_\_\_\_

**Please return to:**  
**Presbytery Administrator**

Email: [administrator@northpres.org.nz](mailto:administrator@northpres.org.nz)

By 17<sup>th</sup> January 2025