

<b>TITLE: Nominating Committee</b>	<b>NUMBER: F-18</b>
<b>APPROVED: June 13, 2017</b>	<b>PAGE 1 of 1</b>

## **NOMINATING COMMITTEE**

### **SCOPE:**

The Nominating Committee serves the Rector, Vestry, and Parish by identifying and collecting the names of qualified candidates, who, if selected by the Parish, are willing to commit the time and effort to leadership as a member of the Vestry. The committee serves also to identify parishioners who are willing to be considered by the Vestry to serve as delegates to our Diocesan Convention.

### **COMPOSITION:**

The Rector and Wardens appoint the Nominating Committee, subject to the approval of the Vestry, by August 1 of each year to serve until the end of the calendar year. The committee consists of a Chair, who is a Warden of the current Vestry, and three or four others who are either outgoing or past members of the Vestry.

### **RESPONSIBILITIES:**

The Committee:

1. Identifies candidates who are willing to serve in particular leadership positions of the parish for specified terms of service; such positions include:
  - Vestry
  - Diocesan convention delegates
  
2. Provides names to the Rector and Vestry with the candidate's permission and supporting information
  - For Vestry candidates – one month before annual meeting held in October.
  - Diocesan convention delegates – three months before Convention held in February.
  
3. Includes in their recommendations qualified candidates nominated by parishioners and from a broad spectrum of age, gender, interest, and experience in parish service.

### **THE APPLICABLE BY-LAW IS ARTICLE I, SECTION 4:**

“All nominations for the Vestry shall be made in writing to a Nominating Committee appointed by the Rector, or to the Church Office. Nominations for the Vestry shall be closed two (2) weeks prior to the annual Parish Meeting. The Nominating Committee ensures that biographical data on the nominees is gathered and distributed to Parish members at least one (1) week before the election.”