

Committee Charter – **Search Committee**

Mission Statement - The purpose of the Search Committee is to evaluate all candidates that have applied for the role of rector for St Michael and All Angels based on the job description prepared by the profile committee, and select one to three candidates to present to the Vestry and the Bishop for consideration to be hired.

This will be a special purpose committee and will end after the candidate(s) have been accepted by the Vestry and Bishop.

The Search committee will consist of at least one Vestry member and 7-9 members of the Parish. Committee members from the Parish will be chosen based on interest and submission of a letter of interest to the vestry. Members will be elected by the Vestry. The Vestry member(s) of the committee will serve in an advisory, non-voting role.

Chairperson of the Committee will be chosen by a vote of committee members.

Activities and Duties – The committee will meet at least every other week to sort through candidate submissions based on the job description and goals of the Parish Profile. The committee will also select candidates for phone interviews, check references, select candidates to visit at their home parish, select candidates for local visits to St Michaels, and present final candidates to the Vestry and Bishop.

The Search committee will be in touch with the Communication Committee and Vestry regarding their plan, progress and issues in the selection of candidates. It is anticipated that the selection of candidates should take no longer than 6-8 months.

Desirable skills and experience:

- Knowledge of St. Michael's people, programs and ministries
- Availability for regular bi-weekly meetings and additional meetings as needed
- Experience writing questions/scenarios for interviews.
- Experience interviewing people for specific positions