

As you are considering whom to nominate for our search committee (including self-nominations), please keep in mind the characteristics we are looking for.

A good search committee:

- has members who can each hold the whole church's best interests in mind.
- is trusted by the congregation
- is aware of the changing nature of the congregation
- has members who are responsible and diligent
- can and will represent multiple perspectives within the church

Each member of the committee will need to:

- May: participate in a UUA training session and retreat (1-2 days)
- June-August: meeting weekly or 2-3 times each month for planning and discussion (~8 hours each month), administering the survey and holding cottage meetings/focus groups (~15 hours each month)
- September-October: be available for discussions with Rev. Chris about his inside candidacy and potentially a special congregational meeting to vote on Rev. Chris's appointment.

If we decide to do an external search, committee members will:

- November-December: finalize and post search packet
- January: first three weeks are extremely busy with initial evaluation of applicants: read each ministerial record, review applicants' websites, decide whom to interview, conduct interviews and reference checks, narrow list of applicants down to 3 pre-candidates (~40 hours)
- February-March: three pretty full weekends of your committee's choice in a seven week period with pre-candidates (interviews, social time, a tour of the church building, and seeing ministers preach in other congregations)
- Last week of March: final discussions and rankings of pre-candidates before offer date: ~5 hours
- If the committee does not find a match by the first offer date, a chance to evaluate new applicants and one pre-candidate happens in April-May (~20 hours plus a weekend)
- Early April: planning for candidate week: ~10 hours
- Late April (or May-June for a second round match): candidate week activities do not need to be planned or attended by all search committee members, though search committee coordination and some presence is expected (~15 hours)