

## Ministerial Search Committee

As we start the New Year, we are embarking on the all-important task of searching for a new called minister. The first and foremost step will be to form a Ministerial Search Committee from among the congregation as a whole. The members of the Ministerial Search Committee will be selected in an open election by the Fellowship, which will be conducted in late February/early March 2012. An election committee is being formed and will be providing more information and holding discussions in January, including during the January 8, 2012 mid-year Fellowship meeting, about the process of running for the Ministerial Search Committee. All members interested in serving on the Ministerial Search Committee will be asked to submit a written application to the election committee. Applications will be made available in January. Each applicant should understand the following requirements of the job of serving on the Ministerial Search Committee.

Although the congregation ultimately will decide whether or not to “call” a ministerial candidate to serve as the new UUFBCO minister, the Ministerial Search Committee’s task is an enormous one, both in commitment and in importance. The Committee of up to seven members will be elected and charged by the congregation with carrying out the search process and recommending a ministerial candidate to the congregation. As such, the Committee should be as representative of the diversity within the congregation as possible, not only in terms of demographics but also with respect to every major area of the life of the UUFBCO, such as our religious education, social action and music programs, our worship and our administration. The Committee members will work together as a team from the time of the Congregational Retreat in March 2012, framing and preparing for the search process, through the selection and presentation of a ministerial candidate to the congregation in the Spring of 2013. The Committee will spend a significant amount of time and energy on its task, and must be aware of the responsibilities involved, which includes conducting a congregational survey, reviewing application packets, checking references, conducting interviews, arranging for and observing preaching engagements by pre-candidates, helping to negotiate a ministry agreement and presenting a final candidate to the congregation for a vote. Based on guidance provided by the UUA, each member of the Ministerial Search Committee should be someone who is:

- A member in good standing of the UUFBCO, consistent with our By-laws.
- Known and respected by the congregation, with an overall perspective and commitment to the vision and activities of the congregation as a whole.
- Able to draw upon some history – not necessarily long-term – of UU involvement.
- Not partisan. Members of the Ministerial Search Committee must be more strongly committed to the congregation as a whole than to any subgroup.
- Well-informed about the demands and time requirements of Ministerial Search Committee membership. All those who seek a nomination to the Committee must attest that they have reviewed the UUA Settlement Handbook (*available at [http://www.uua.org/documents/mpl/transitions/settlement\\_handbook.pdf](http://www.uua.org/documents/mpl/transitions/settlement_handbook.pdf)*) and

the UUA Resource Guide for Ministerial Search Committees (*available at [http://www.uua.org/documents/mpl/transitions/resourceguide/resource\\_guide.doc](http://www.uua.org/documents/mpl/transitions/resourceguide/resource_guide.doc)*), and affirm that they are willing and able to make the commitment described there.

- Willing and able to pledge attendance at every meeting of the Committee, and to give about 250-400 hours over the fourteen-month search process.
- Balanced by attributes: organizational ability, theological awareness, computer skills or other attributes well-suited to taking a meaningful role in the Committee's activities.
- Not serving on the Board of Trustees during the time of the search process.
- Committed to conducting a search that is fair and nondiscriminatory with respect to race, color, disability, sex, sexual orientation, gender identity and expression, age and national origin.
- Committed to maintaining confidentiality regarding potential candidates, but who is eager to keep the congregation informed regarding the process and progress being made.
- Capable of both self-assertion and compromise, and to seeking consensus.
- Open-minded and not prone to extreme reactions to ministers.
- Well-suited to teamwork, rather than an independent worker.

Anyone who is considering service on the Ministerial Search Committee must attend the 11:00 a.m. service on January 22, 2012 and the Beyond Categorical Thinking workshop that follows. The Search Committee also will be required to participate in the Congregational Retreat on March 23-24, 2012. One member of the Search Committee will be expected to serve on the Committee on Ministry for one term following the congregation's calling of a new minister.