

SOP: Nominating Committee

Introduced: July 11, 2019

Adopted: March 10, 2021

Members of the Nominating Committee are elected by the Congregation at the Fall Annual Meeting of the congregation. One member is elected each year and serves for a total of three years.

The duties of the Nominating Committee are to present a proposed slate of officers and committee members to the congregation for election to office at the Fall Annual Meeting and to advise the Council on filling vacancies in office between elections. Before a person's name can be presented to the congregation, the committee must contact the potential nominee, explain the duties of the office, and secure their willingness to be a candidate for that office. At least one member of the nominating committee should be a past or present member of the Council.

Each year the committee will choose a candidate for **Moderator-elect**. That person is expected to serve one year as Moderator-elect and assume the office of Moderator during the following year (two year commitment).

Each year the committee will also chose candidates for the following Committees: Memorial, Nominating and Audit. These committee members will serve a three year term.

In odd numbered years the following positions will also be filled:

Treasurer	2 year term
Director of Worship	2 year term
Director of Congregational Care	2 year term
Director of Christian Education	2 year term

In even numbered years, the following positions will also be filled:

Secretary	2 year term
Director of Finance and Stewardship	2 year term
Director of Missions	2 year term
Director of Buildings and Grounds	2 year term