

Nominating Committee Charter

PRIOR VERSION OF BOARD POLICIES FOR REFERENCE

Updated: May 2023

Purpose:

The Bylaws state that the duties of the Nominating Committee are to nominate candidates for all of the elective offices of the Church and to present these nominations to the Congregation.

Composition and Term of Service:

The Bylaws state that the Nominating Committee has three members who are elected by the Congregation for three-year terms, plus one Board Member liaison Trustee in a one-year renewable term.

Outcomes:

- Present a slate of candidates meeting the Board criteria for leadership needs in the upcoming year, at least 1 month prior to the Congregational elections
- Present a slate of candidates for all of the elective offices of the Church at the Congregational Meeting where elections are held.

Responsibilities:

1. Nominate a slate of candidates for all elective offices.
 1. Per the By-laws, nominees for any elective office must be members of the Church.
 2. Consults with the Board to ascertain future leadership needs and criteria for open positions.
 3. Consults with the Senior Minister and the Leadership Development team, and requests nominations from the Congregation, to identify potential leaders with the required skills.
 4. Continues our commitment to a transparent process allowing for Congregational input and receiving suggestions for nominations from any source.

5. Ensures that nominations are based on qualifications and competencies rather than on personal relationships.
 6. Creates a slate of nominees to present to the Board, and certifies to the Board that the criteria have been addressed and that the nomination process was compliant with Board policies.
 7. Presents the slate of qualified nominees to the Congregation.
2. Support leadership development within the Congregation.
 1. Stay up to date with the Board's needs for changing roles and emerging leadership needs
 2. Work with the Senior Minister and Leadership Development Team to identify congregants who have demonstrated their commitment to personal growth, to leadership activities, and to the Foothills' Mission and Values; and who have the particular skills that are needed in a given year.
 3. Use proactive communication practices throughout the year to share about leadership development opportunities created by the Leadership Development Team and open positions.

Revision #2

Created 2025-04-17 16:45:45 CEST by Rev. Sean Neil-Barron

Updated 2026-05-27 18:09:09 CEST by Gretchen Haley