

Search Committee Role Description

The Search Committee has primary responsibility for conducting the search for our next minister; they should also be prepared to make a recommendation as to what category of minister FUSW should pursue next. They are tasked with keeping the board and the congregation appropriately informed as to the status of their search on a regular basis. Speaking very generally and broadly, it is likely that a search for a contract minister will have fewer “steps” than a search for a developmental or interim minister.

Between now and January corporate meeting, the Search Committee should investigate the options for a minister (contract, developmental, interim) and make recommendations for the type of ministry that they feel is most appropriate for FUSW at this time in its history. At the January corporate meeting, the Committee will present its recommendations and the congregation will vote on which type of ministry to pursue. (This will also include whether we pursue a minister on our own or in collaboration with another congregation.)

Starting in February, the Search Committee will gather information to complete our congregational profile on the ministry search site (updating what we had there this year) and, depending upon the type of minister sought, will provide additional information for the search packet. (Again, this may simply involve updating what is already there, depending upon the specifics of the search required). The results of the pledge drive will provide the Committee with information re: budget for staff for 2020-2021. The Search Committee will be in touch with the Transitions Office at UUA in order to determine what specific steps are needed depending upon the type of minister we decide to seek. Again, searches for developmental or interim ministers generally are somewhat more complicated in terms of steps and actions required.

Between April and July, the Committee will respond to applicants, interview applicants, and make recommendations to the board and congregation. The decision to seek a developmental minister requires considerable preliminary conversations involving the Search Committee, the board, and the congregation. For a contract minister, developmental or an interim minister, the minister is not “called” by the congregation and so the board is considered the hiring body.

Below are some of the pieces of information which may be required for the application, depending upon which type of minister we decide to seek:

Application

[Benefits & Compensation](#)

[Questionnaire](#)

Congregation Informational

[Congregation Profile](#)

[Congregation Life](#)

[Personnel](#)

[Congregation History](#)

[Ministerial History](#)

[Membership & Finances](#)

[Demographics](#)

[Accessibility](#)

[Resources & Programs](#)

[Surrounding Community](#)