



Baltimore-Washington Conference

The United Methodist Church

Committee on Personnel & Policy

● Purpose of Agency

Establishing policies and practices regarding the employment of conference staff members taking into consideration clergy who are appointed to serve on staff, based on the *Book of Discipline*. The Personnel Committee shall provide advice and assistance in matters pertaining to employment of Conference staff, in conjunction with the Human Resources Director of the Conference. The Personnel Committee shall also consult and collaborate with the Bishop and Executive Leadership Team and be responsible to the Annual Conference.

● Current Goals

Review/update Personnel Handbook every 2 years

● Typical meeting dates: place (Zoom or in-person), time, and number of meetings per year

Two meetings in review years; no meeting unless needed in alternate year

● What does serving on the board involve? What responsibilities and activities will members carry out?

Collaboration on policy updates

● How will you communicate with members? Basecamp or e-mail / Arena?

Email

● Ideal gifts and graces, capabilities, skills, or interests potential applicants should possess?

HR experience is helpful; legal and business/management experience a plus

Contact:

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