

Rocky Springs Baptist Church

Ministry Description

Ministry Title: Church Nominating Committee

Ministry Purpose:

The Church Nominating Committee leads in filling all volunteer Church-elected leadership positions/committees.

Organization:

The Church Nominating Committee shall consist of a chairperson and at least 3 Church members. Ex-officio members shall include the Sunday School Director and Pastor. The terms shall be set so that only two (2) members rotate off each year, with two (2) new members elected each year. The Nominating Committee shall meet at a minimum once a year at the beginning of the new Church year to elect officers, plan for upcoming events, and to discuss other outstanding issues. Other committee meetings shall be planned and scheduled as necessary.

Ministry Responsibilities and Duties:

Their primary responsibilities include:

1. Committee chairperson serves as ex-officio member of the Church council, contributing and receiving information related to the work of the nominating committee.
2. Study the work responsibilities of all volunteer positions/committees to understand the nature and scope of their work.
3. Chairperson of committee informs moderator of business meeting of reports to be made in the Church business meeting.
4. Chairperson of committee gives a copy of any reports made during the Church business meeting to the Church secretary for permanent record in the minutes of the Church.
5. Counsel with each director/committee chairperson to determine present/future leadership needs and assist directors in contacting and enlisting nominees if necessary prior to presentation for election.
6. Make reports to the Church on the work of the Nominating Committee as needed.
7. Recommend to the Church all members of every standing and special committee.
8. Recommend to the Church all volunteer positions.
9. Nominating committee from the current year will recommend to the Church the membership of the nominating committee for the following year.

Relationships:

The Church Nominating Committee works in close cooperation with other standing Church committees and staff to fill the current/future staffing needs. This committee reports to and is accountable to the Church congregation.