

## **Search Process from Proposed New Bylaws**

### **Search Process**

When there is a vacancy in the office of Pastor, procedures as set in the Policies and Procedures Manual, will be followed. General guidance is given in these Bylaws:

A Search Committee shall be formed made up of seven (7) members of the Congregation. These members will be appointed by the Moderator and approved by the Congregational Board. The Search Committee shall have representation of the Congregation in age, gender, and duration of membership.

The Search Committee will work with the Regional Minister(s) of the Christian Church (Disciples of Christ) in Oregon and Southwest Idaho to conduct their search process as directed in the Policies and Procedures Manual.

The Search Committee will recommend a candidate for Pastor to the Congregational Board. An 80% vote of the Board is necessary to approve the calling of the Pastor.

The Congregational Board will recommend the calling of the candidate for Pastor to a meeting of the Congregation. This meeting will be called in accordance with the Bylaws as found in Section 3. An 80% of those present at the Congregational Meeting is necessary for the calling of a new Pastor.

### **Proposed Policies and Procedures for Search and Call**

When a vacancy occurs in a pastoral position, the following process will be engaged:

- The Congregational Board will initiate a process for the review, identification and establishment of ministerial position goals. The goal-setting process may involve heads of the Elders and Deacons, the Personnel Committee, other members and groups of members of the Congregation, appropriate staff members, and the Regional Minister of the Christian Church (Disciples of Christ) in Oregon and SW Idaho.
- Once the goals for the pastoral staff position are set and/or a job description for the new position is adopted by the Congregational Board, The First Moderator of the Congregation shall appoint a Ministerial Search Committee consisting of seven (7)

members with the addition of the First or Second Moderator as an ex-officio member. The First Moderator shall endeavor to choose appointees who make the Committee broadly representative of the entire Congregation. Factors to be considered are: participants from a wide variety of congregation groups/ministries, balance of tenure in the congregation, balance of ages, balance of genders.

- The Committee shall be ad hoc in nature; individual appointees shall serve throughout the Committee's existence unless forced to resign by unforeseen circumstances. If a member resigns, the position on the committee will remain unfilled if the committee is over halfway done with its work. If the committee is early in the process, a new member may be appointed with consideration given to keeping a balance on the committee.
- The Committee shall commence its functions upon appointment. It shall be dissolved when its responsibilities have been fulfilled through the successful calling of the Pastoral Staff Member.
- The appointment of the members of the Ministerial Search Committee by the First Moderator shall be subject to confirmation by the Congregational Board.
- The Ministerial Search Committee shall, in consultation with the current Regional Minister of the Christian Church in Oregon and SW Idaho, follow the search and call process currently supported by the Christian Church (Disciples of Christ) in the United States and Canada. The results of the process will be for the Ministerial Search Committee to submit one candidate to the Congregational Board for consideration at a regular or special meeting of the Congregational Board.
- Upon receipt of the recommendation of the Ministerial Search Committee, the Congregational Board will consider the candidate at a regular or special meeting using the processes for calling meetings as directed by the Bylaws and Policies and Procedures of the First Christian Church of Eugene.
- The Congregational Board will receive a summary of information about the candidate and a negotiated Letter of Call Contract that would be signed if the vote were to be affirmative. This Letter of Call will be negotiated by the Personnel Committee in conjunction with the Ministerial Search Committee prior to the candidate's information coming to the Congregational Board. This Letter of Call/Contract will include compensation details and agreed upon timeline for the beginning of the ministry.
- The Congregational Board will vote to either send the candidate's nomination to the full Congregation for a final vote, or the Board may decline the recommendation and ask the Ministerial Search Committee to bring a different candidate to a future meeting.

- A vote to forward the candidate to the Congregation shall exceed an 80% affirmative vote.
- If the vote of the Congregational Board is affirmative, the candidate will be referred for a vote during a regular or special Congregational meeting. Processes for calling meetings will be observed as directed by the Bylaws and Policies and Procedures of First Christian Church of Eugene.
- Before the vote, the Congregation shall receive a summary of the qualifications for the ministerial candidate. A vote to call and employ the Pastoral Candidate shall exceed an 80% affirmative vote of those present at the Congregational meeting. If the Congregational vote does not meet an 80% affirmation, the Ministerial Search Committee shall be commissioned to return to its work and bring an alternative candidate to the Congregational Board at a future meeting.
- The vote will be held during the meeting with members present in person or by electronic attendance who are eligible to vote in accordance the Bylaws and Policies and Procedures of First Christian Church of Eugene. There will be no absentee votes cast. Voting may be held as a voice vote or by written ballot by those who have been present for the conversation prior to the vote itself.
- If the vote of the congregation meets the threshold for calling/employing the pastor, the Personnel Committee will set in motion the signing of a Letter of Call/Contract with the candidate as approved by the Congregation.