

**WESTMINSTER
CHRISTIAN ASSEMBLY**

PASTORAL SEARCH COMMITTEE

Nov. 15 2014

**Status
Report
#2**


COMPOSITION OF THE COMMITTEE

- *K. Weste, Elder..... Chairman*
- ~~*Pastor Z. Schoening, Elder Secretary*~~
- *T. Demetriades, Elder Treasurer*
- *R. Canamar, Elder*
- *T. Gonzalez, Elder*
- *H. Gonzalez, Deaconess*
- *Kris Schoening, Deaconess*

- *Pastor Ken Schoening Advisor*


JOB OF THE COMMITTEE

(SUMMARY / UPDATE)

-  Prepare Process Selection Model
 - ✓ *Qualifications*
 - ✓ *Selection Criteria (Job Description)*
 - ✓ *Selection Process*
 - ✓ *Communication method with the Church body*
- Review Resumes & Conduct Preliminary Interviews
- Select Top Candidate & present to the Church body
 - *Best fit based on Selection Criteria (Job Description)*
 - *One at a time- Avoid “Beauty Contest”*
- Conduct elections with Church body & Final Selection
- Communicate search status with the Church body

SELECTION PROCESS

(SUMMARY/UPDATE)

- 
- Determine Qualifications of suitable candidates
 - ✓ Theology, leadership, experience, vision, etc.
 - 2. Announce / advertise / review resumes.
 - 3. Review Resumes & Conduct reference checks.
 - 4. Conduct phone interviews with potential candidates.
 - 5. Review results of interviews and invite only top candidate & spouse to “On-site” interview.
 - 6. Review results of on-site interview. Invite candidate & spouse to “get to know the congregation.”
 - 7. Final Selection: Conduct elections with Church body
 - 8. Communicate search status with the Church body throughout the process

SELECTION PROCESS

(PROGRESS REPORT)

- ✓ **Selection Committee: Established. Had three meetings**
 - ✓ *Continue to refer detailed questions & input to Committee members*
 - ✓ *We do not have all the answers yet...*
- ✓ **Overall Selection Process Plan- Completed**
- ✓ **Define who we are- In Process**
 - ✓ *WCA history: Distributed / Available*
 - ✓ *WCA Theology: In Process / Pastor Ken preaching series*
 - ✓ *WCA Bylaws: Available in website / Printed copies*
 - ✓ *WCA Profile: Completed- Release to be added to Website*

SELECTION PROCESS (PROGRESS REPORT)

1. Determination of Qualifications-

- a) *Completed draft of Job Description- In Review /Approval*
- b) *Included input from church body-*
 - ✓ *Questionnaires tallied / available in WCA website-*
 - ✓ *Still accepting input...*

2. Discussion of Finances / Compensation package

- a) *Parsonage part of compensation*
- b) *Other TBD, based on personal situation and church's ability*

3. Advertisement

- a) *Preliminary announcement sent to FCA for publishing*
- b) *Need to publish Job Description before receiving résumés.*

SELECTION PROCESS

(QUESTIONNAIRE'S QUESTIONS / CLARIFICATIONS)

1. Purpose of the Church Survey

- The purpose of the survey is not to override the Biblical qualifications, requirements and ministry directives. Those are explicitly included first and foremost in the job description
- They are collected in a forced ranking system because they all are important and needed.
- They form a reflection of the congregation's views of some of the ministerial priorities and current needs of the church
- We are still collecting other priorities not explicitly stated on the survey (use the website or talk to a committee member).
- They inform the prospective pastor as to the current views and priorities of the church

SELECTION PROCESS

(QUESTIONNAIRE'S QUESTIONS / CLARIFICATIONS)

2. Composition of the Committee

- The Church By-Laws explicitly addresses the roles and responsibilities of the Board of Elders and the Membership in the nomination and approval of pastoral candidates
 - *“The Pastor shall be **nominated** by the Elders of the church.”*
(ARTICLE II, SECTION 2, a)
 - *“The nomination is **subject to the approval** of the membership.”*
(ARTICLE II, SECTION 2, b)
- The Board of Elders (BoE) are the duly appointed representatives of the congregation. Since only two had been serving for quite some time it was decided to add new members (currently 5).
- Since the selection & nomination process entails a great deal of work and deliberation, the BoE decided to elicit the help of other members of the congregation qualified to help. Several members were asked, only two accepted

SELECTION PROCESS

(QUESTIONNAIRE'S QUESTIONS / CLARIFICATIONS)

3. Selection Process

- In order to avoid favoritism, divisiveness and politicking, it is highly recommended that the Selection Committee does not contact the prospective candidates until the candidate informs the Committee of their interest first.
- In the survey, the committee requested that the membership informs them of their personal suggestion for a Pastoral candidates in order to:
 - *Pray for God's will on the candidate and the process,*
 - *Ensure, as well as we can, that the candidate **meets the qualifications before they apply**. Make sure the candidates review the Job description before they express their interest.*
 - *As the form indicates; the submission of a resume by an survey respondent implies to the committee a **recommendation** for said candidate.*