

**Search Committee Application, Fall 2015**

**DEADLINE: MONDAY, DECEMBER 7th**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. The Search Committee must be composed of members of the parish who worship regularly and financially support the parish. How many years have you been a pledging member?

\_\_\_\_\_\_\_\_Years.

2. Why do you want to serve on the Search Committee? *(300 word limit)*

3. Describe special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities that you feel you can offer to our search process. *(300 word limit)*

4. How does your worship experience at St. Andrew’s inform your perspective as a potential search committee member? *(300 word limit)*

5. Are there any other skills, experiences, or other information not provided above that you think are important for the Vestry to know about you? *(300 word limit)*

6. The Search Committee members will need to be available to meet as a group for an extended period of time. A search for a rector usually takes 12-16 months. Are there times of the week that you will ***not*** be available to meet on a regular basis?

\_\_\_\_Weekday evenings

\_\_\_\_Weekend mornings

\_\_\_\_Weekend afternoons

**Agreement and Signature**

*By submitting this application, I affirm my commitment to serve on the Search Committee for the full duration of the process, should I be selected.*

**Name (printed)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thank you for completing this application and for your interest in serving on the Search Committee. This is a crucial time in the life of our parish, and the Vestry looks forward to having the participation of all members of the parish in this vital effort. The Search Committee must represent a cross section of the parish and members will be selected accordingly.

**Completed forms can be submitted in the following ways:**

-- E-mail to the church office: [standrewsburt@verizon.net](mailto:standrewsburt@verizon.net)

-- Mail it to the church office *(must be received by the deadline)*:

St. Andrew’s Episcopal

2239 West Creek Rd, Burt, NY 14028

-- Personally hand it to Mike Depew, Doug Wintersteen or Lynn Schauer-Bewley

**Search Committee Information**

Anyone who would like to be considered for service on the committee must submit an application. **The deadline for submitting an application is MONDAY, DECEMBER 7th.**  
  
*Applications will be kept confidential. They will be reviewed by the Vestry and Wardens. Members will be selected by consensus of the Vestry to give the committee a balanced representation of the congregation and a diverse range of skills.* *If you have any questions about the application process or the search process in general, please feel free to contact your Wardens Lynn at*[lsbewley@gmail.com](mailto:lsbewley@gmail.com)*or Doug at*[dwinter328@roadrunner.com](mailto:dwinter328@roadrunner.com). *You can also address questions to the any member of the Vestry.*  
  
***\*\* Please be assured that whether you serve on the Search Committee or in some other way, your participation and input during the transition process are welcome and needed. We are actively interested in what you have to say, and we want to hear from you. There will be multiple opportunities where the Search Committee will be asking for your input both verbally and through writing. Our goal is to keep all lines of communication open. \*\****  
  
The first task of the Search Committee will be to undertake a Self Study and develop a Parish Profile. We will be asking for your thoughts and feedback, and hope to have the prayerful participation of the entire congregation. After the Parish Profile is completed and approved by the Vestry, we will begin receiving applications from candidates. Throughout the entire process, the Search Committee will keep you and the Vestry informed of our progress.  
  
Anyone interested in serving on the Search Committee is encouraged to apply. If you are thinking about applying, here are some things to keep in mind:  
  
**Requirements For Search Committee Membership**  
• Communicant in good standing.  
• Pledging member who financially supports the parish.  
• Regular worshipper at St. Andrew’s.  
• Able to work well in a group.  
• Able to keep promises and confidentiality.  
• Available to attend regular meetings.  
• Able to use email.  
  
**Description of the Search Committee**  
• Wardens do not serve.  
• No assisting clergy, deacons or parish staff.  
• Balanced, representing a cross section of the parish (age, gender, length of membership, groups, skills, etc.).  
• No two people from the same household.  
• The committee will select a chaplain from among its members.  
  
**Time Commitment**  
• Serving on the Search Committee is a serious commitment. Members will be expected to attend regular meetings, to follow through on tasks in a timely manner, and to serve for the full duration of the search process.  
• The committee will meet frequently, probably bi-weekly, throughout the process.  
• Although we don’t know exactly how long our search process will take, the average search takes approximately 14-16 months.