



Pastoral Search Committee

Nomination Form and Instructions

On May 31st, the congregation will elect a Pastoral Search Committee to find our next Senior Pastor. Between today and May 31st, we need your help to nominate candidates to serve on the committee. Committee members will develop a formal job description for the new Senior Pastor; identify, evaluate, and interview candidates; and recommend a final candidate and call package (formal job offer listing salary, housing, and benefits). As you prepare to make your nominations for the Pastoral Search Committee, please consider the following:

1. Members of the Committee must be a member of Potomac Hills Presbyterian Church in good standing for at least one year.
2. Members of the Committee will be expected to be a part of a team committed to working together in unity as the Committee seeks to find God's choice as their next pastor.
3. Members of the Committee will be asked to maintain strict confidentiality regarding the conversations and the work of the Committee.
4. The Committee will be doing one of the most important tasks in the life of the church, therefore nominees ought to be spiritual mature individuals who are able to put the needs of the church ahead of their own.
5. The search process is expected to last approximately 6 to 18 months.
6. Most of the Committee's work will involve meeting participation. The frequency of meetings will vary, but will sometimes occur weekly (whether in person or virtually). There will be some tasks outside of the meetings

(e.g., listening to recorded sermons by candidates). This is expected to average several hours per month once we begin receiving resumes.

7. Members of the Committee should make the Committee's work a high priority and should be willing to commit a significant amount of time to the process.

Before you nominate a member, please ask them first to make sure they are willing to serve. To submit your nominations, fill out this form and submit it in person to a member of the Session through **Monday, May 25th**. You can also submit nominations via email at PSC@potomachills.org (Please make sure to include all pertinent information from below in your email).

On Sunday, May 31st, we'll present a ballot with the nominees.

Thank you for your love and commitment to Potomac Hills Presbyterian Church.

Please reach out to one of the elders if you have any questions about the pastoral search process.

Name of Nominee _____

I have known this individual since _____ (year).

He/she has been a Christian since _____ (year).

He/she has been a member of Potomac Hills since _____ (year).

Briefly explain your reasons for nominating this individual:

I have contacted the above nominee and know he/she is willing to consider serving as a member of the Pastoral Search Committee.

Furthermore, I understand that my nomination does not guarantee that a nominee will be elected and that some nominees may not be recommended by the Session for election to the Pastoral Search Committee.

Your Name _____ Signature _____

Today's Date: _____