



# *Sicklerville United Methodist Church*

## **Job Description for Nominations & Leader Development Committee Member**

### ***Purpose***

This Committee identifies, develops, deploys, evaluates and monitors Christian spiritual leaders to carry out the congregational ministries that fulfill the mission of making disciples and transforming the community. Members of this committee must be sensitive to the leadership needs of the congregation and know the capabilities, gifts, skills and experience of the persons in the congregation.

### ***Responsible to***

The pastor shall be chair of the group, and a layperson shall be vice-chair who may represent the committee at meetings of the church leadership team. There shall not be more than nine people on the committee, and one person shall be a young adult.

### ***Description of duties***

- Get to know members of the congregation and their skills/passions and level of commitment.
- Study the responsibilities for each church council and committee position
- Invite people to positions of spiritual leadership and receive their responses
- Encourage those who have accepted new positions by sending note when their term begins
- Present a nomination list to the charge conference for an Administrative Council chair, a committee on pastor (staff) parish relations, a board of trustees, a committee on finance, a lay member to annual conference and a lay leader.

***Time requirements*** – approximately 4 meetings per year held late summer/early fall (5-6 hours total)

***Term*** - The membership is divided into three classes, each elected for a three-year term.

### ***Training and resources***

- Read *Job Descriptions and Leadership Training in the United Methodist Church, 2009-2012*. The first 18 pages describe a leader development system.
- Read the *Guidelines for Leading Your Congregation 2009-2012: Committee on Nominations and Leader Development* for detailed agenda and responsibilities.
- Check existing records of potential leaders; update these and gather additional information.
- Current leaders can identify others who show interest and aptitude for their job or team.
- InfoServ answers questions and provides current information about United Methodist resources, programs, and staff services.

### ***Qualifications, skills, and gifts***

- *Spiritual gifts*: servanthood, exhortation (encouragement), discernment, apostleship
- Must be a member of SUMC
- A vibrant and growing personal commitment to Jesus.
- Listen well and communicate with people of all ages.
- Should show evidence of working well with both clergy and laity, with various teams and task groups.
- Ability to nurture and encourage others.