



Nominating Committee

Before the Committee Meets

The Nominating Committee is one of the most important committees of the congregation. Their job is to seek out leaders who will guide a congregation to fulfill its mission of Jesus Christ. Their work is so essential; the congregation is called upon to pray for their deliberations. Before the Nominating Committee gathers for its first meeting, list the names of the committee in your bulletin and newsletter. Ask the congregation (individually and as a group) to pray for wisdom for each member of the committee.

Here is a sample prayer for Sunday morning worship:

Gracious God, our Nominating Committee will hold their first meeting this week. We give you thanks for those who serve on this committee. Inspire and guide them as they prayerfully consider leaders for our congregation who will guide us towards fulfilling your mission. Open our hearts to serve you as leaders and to support those called to lead. In Christ, we pray. Amen

Before the First Meeting

It is helpful for someone (The President of Council, Nominating Committee Chairperson, etc) to review the constitution of the congregation to determine the positions open for election. Out of courtesy to those who are currently serving and whose term is ending, ask each person if he or she is open to be re-elected. Do not assume anything. Allow time for each person to prayerfully consider the question. Under no circumstances should the person feel pressure to continue to serve.

The First Meeting

The following describes a process for the first meeting of the Nominating Committee:

- a. Ask each person on the Nominating Committee to refrain from suggesting any names until there is a time for prayer.
- b. Remind the committee all discussion and decisions of the Nominating Committee are confidential.
- c. Have a brief devotion on leadership and the church.
- d. Review the names and current positions whose terms of service continue.
- e. Review the openings and the job descriptions for each position.
- f. Encourage the Nominating Committee to seek out leaders who are:
 - i. Mission-minded
 - ii. Christ-centered
 - iii. Prayer-filled
- g. Distribute the following
 - i. Directory of members (pictorial directories are helpful)
 - ii. Job descriptions of each position (if available)
 - iii. Chart of current and open positions (see at the end of this article)
- h. Make sure each person on the committee is clear about the open positions and current people serving terms.
- i. Distribute blank paper and pencils to each person. Do not brainstorm for names *aloud*. Instead spend time in silent prayer. As names come to mind, each person is to write

- them down the name for each available position. Wait to announce “great ideas” until each spends time in prayer.
- j. Invite all to prayer. Allow ample time for each person to discern leaders for the congregation. Encourage all to refrain from announcing their list until the others have finished their time of prayer.
 - k. Compare the names for each category. Trust God’s stirring among your group. Which names surface often? Who on this list is spiritually mature enough to be a leader of the congregation? Does this person have the gifts to lead? Steer away from those who “want” to serve because of a specific agenda item or cause.
 - l. Pray again. Prioritize. Shift names as needed. What areas of your congregation have the greatest needs? Seek strong leaders for those positions. Who might bring in new ideas and creativity? Narrow down your list until you have named the ideal slate.
 - m. Double-check your list. Do you have a balance of male and female, young and old, new members and long-time members, etc.? Is there a good balance with the ongoing council members?
 - n. Pray again. Has God been allowed to assist your process? Is each person comfortable with the work of the committee?
 - o. Decide your timeline. How long will people have to consider your request to serve? Decide who will call the persons on your list. Perhaps the committee might want to develop a “Plan B” and list the second choice as well.
 - p. Plan to meet again.
 - q. Celebrate God’s guidance and the gifts of the congregation. Pray for each other during the coming days and weeks.

Inviting People to Serve

- a. When you ask people to serve, explain the process of prayer used by the Nominating Committee to discern potential nominees. Sometimes it is helpful for people to realize the amount of prayer and deliberations of the committee. Provide a job description of the position you are asking him or her to consider. Also, it might be helpful to be ready to suggest someone to call for more information about the position. Ask each to take seriously your request to offer his or her gifts. Give the person enough time to prayerfully consider your request, but be clear when you need a reply.
- b. Honor the decisions of those whom you invited to serve. Thank them for considering the request and ask for prayers as the Nominating Committee continues its work. Trust God will continue to stir up leaders for your congregation.
- c. Report back to the Nominating Committee your results. When your work is complete, give God thanks for guidance along the way.

** <i>Nominations Needed</i>	Current Council	Openings/Returnees Election	Nominated
President	O. Jones	O. Jones	-----
Vice President **	X. Smith (finished term, ineligible to run again)	OPEN:	
Secretary	Y. Barras	Y. Barras	-----
Treasurer **	Z. Kuo	OPEN Willing to serve again	
Education <i>Continue with remaining positions . . .</i>	P. Garcia	P. Garcia	-----



Writer: Robin McCullough-Bade
 Copyright © 2004 Evangelical Lutheran Church in America.
 May be reproduced for local, non-sale use provided the above copyright notice is included.
E-Tips, Division for Congregational Ministries - Evangelism.
 Website: www.elca.org/dcm/evangelism