



ST. JOHN'S EPISCOPAL CHURCH SEARCH COMMITTEE PROCESS



Step	Task Item	%	Completion percentage for each step																
			10%	20%	30%	40%	50%	60%	70%	80%	90%	100%							
The Initial Steps: Departure and Formation of the Search Committee																			
1	Rector Announces departure	100%																	
2	Vestry meets with Diocese Canon, receives Vestry search packets	100%																	
3	With advice from Bishop, Vestry selects Search transition style	100%																	
4	The Search Committee is formed and approved by the Vestry	100%																	
The Search Process: Finding and Identifying the new Rector																			
5	Search Committee meets with Canon - receives search packet.	100%																	
6	Search Committee gathers information to use to produce a Parish portfolio	100%																	
7	Search Committee completes Parish Portfolio - It's all Online!	100%																	
8	Search Committee meets with Canon. Search Committee receives search packet #2	100%																	
9	Search Committee conducts Discernment Conversation with various priests	70%																	
10	Search Committee ask Canon to conduct Pre-Flight Checks	100%																	
11	Diocesan Bishop interviews final three (3) candidates	100%																	
12	Search Committee provides one name to the Vestry	100%																	
The Final Steps: We're Almost There!																			
13	Vestry conducts a discernment conversation with the selected priest	10%																	
14	Senior Warden phones the Canon and Bishop for verbal permission to call																		
15	Vestry ask Canon to secure a Background Check																		
16	Vestry calls priest and negotiates Letter of Agreement, with assistance of the Canon																		
17	Vestry writes Bishop to request written permission to Call the new Rector to St. John's																		
18	Rector, Sr. Warden, Canon and Bishop sign the Letter of Agreement																		
The Search is Over. St. John's has a new Rector!																			
19	The new Rector is announced.																		

PLEASE REMEMBER, THE SEARCH PROCESS IS A SPIRITUAL DISCERNMENT PROCESS - NOT A HIRING PROCESS