

## **Selection and Appointment of Parish Search Committee Members**

The Parish Search Committee (PSC) is entrusted with the very important ministry of selecting and recommending to the Bishop a suitable candidate for appointment as the Incumbent of the parish from those names presented to them by the Bishop. This Incumbent will lead the parish forward over the next several years. It is critical that the person whom you recommend has the gifts and enthusiasm to lead your parish into a healthy future.

It is, therefore, also important that PSC members bring the necessary gifts, skills and commitment to the process.

### **How is the Parish Selection Committee Formed?**

After a serving Incumbent has resigned or retired, and after consultation with the Area Bishop, and reviewing Canon 10, the churchwardens prepare a slate of proposed PSC members.

Members of the committee must be elected or confirmed at a Special Vestry Meeting called for that purpose.

(For more detailed information see [Frequently Asked Questions](#) below.)

### **Who Should Serve on the Parish Selection Committee?**

It is essential that PSC members:

- are eligible to vote at vestry
- are respected members of the parish community
- reflect the diversity of the parish including age, gender, ethnicity, interests etc.
- are familiar with the issues faced by the parish
- are spiritually mature

It is also vital that PSC members are able to work as a team. This requires ability and commitment to:

- listen attentively and respectfully
- communicate effectively
- maintain confidentiality
- think reflectively and analytically
- prepare for and participate in the work of the committee regularly and frequently throughout all parts of the process; and,
- be a consistent presence for the duration of the process.

Other gifts and talents – computer, graphic and photographic skills; research and writing skills; financial acumen - may be drawn from members of the parish as needed.

## **Frequently Asked Questions**

### ***Who is on a Parish Search Committee (PSC)?***

- the two churchwardens
- between 4 and 6 other parish members
- the larger the committee, the more time its work is likely to take
- the composition is somewhat different in a multi-point parish

### ***How do people become members of a PSC?***

- a slate is usually prepared by the wardens that takes into account the skills needed on the committee and the diversity of the parish
- PSC members must be elected or confirmed by a Special Vestry Meeting called for that purpose
- the process is somewhat different in a multi-point parish

### ***What are the individual responsibilities of PSC members?***

- to attend all meetings of the PSC
- to work collaboratively with other PSC members
- to assume a fair share of the committee's workload
- to maintain absolute confidentiality in the parts of the process that require it

### ***May the parish submit potential candidates' names to the Area Bishop?***

- names for the Bishop's consideration may be submitted through the PSC Chair
- it is not appropriate for either the PSC or individual parish members to be in contact with potential candidates before receiving the list of candidates from the Bishop

**Resources: See Canon 10 on the Diocese of Toronto website or follow the link:**

[http://www.toronto.anglican.ca/about-the-diocese/constitution-and-canon/;](http://www.toronto.anglican.ca/about-the-diocese/constitution-and-canon/)

# Parish Selection Process

