

## Nominating Committee

The Nominating Committee names persons to fill the operating positions in the Meeting, provides descriptions of committees and other positions so members and attenders can sign up where they are called to serve, and undertakes other assignments as the Meeting directs.

### Duties

- Try to know as many people in Meeting as possible and be mindful of opportunities to cultivate and match talents with the needs of the community.
- Make sure early in the calendar year that members and attenders are aware of the many ways to serve the Meeting through committee activity and through performing other jobs needed for our community to thrive. To accomplish this, the committee
  - Writes an article for the Miscellany describing the committees and how to join them
  - Displays posters describing the committees, providing a sign-up sheet for each one
    - Announces the upcoming “recruiting” period and encourages members and attenders to visit the committees that interest them and to think how each might best serve and participate in the life of the Meeting.
- Notify the Meeting of vacancies that cannot be filled or committees that fail to attract sufficient numbers of willing servants to continue the work of the committee.
- Meet thoughtfully and prayerfully to consider the filling of the jobs of Clerk and Associate Clerk. Make nominations for Ministry & Worship, Oversight & Membership, Building & Grounds, Higher Education Scholarship Fund, and Quaker Activities Assistance committees.
- Meet in a timely fashion to review lists of those willing to serve and prepare a full roster of nominations for approval at the April Meeting for Business.
- Find volunteers for nominated positions that become vacant throughout the year.
- Stay in communication with Colorado Regional, IMYM, and the conveners of the various Meeting committees, in order to understand their needs.

### Size/Tenure

The committee consists of six people (who need not be members), serving staggered 3-year terms. The Ministry & Worship Committee provides the nominations for the Nominating Committee to Business Meeting for approval.

Revised May 2018