



Search Committee Description

The role of the Search Committee is to create and present a slate of candidates to the Standing Committee within the parameters outlined in the official “Search Committee Mandate” given by the Standing Committee.

The Search Committee’s work is grounded in discernment, prayerfulness, and confidentiality. The committee seeks consensus.

The particular gifts and skills most helpful for members of this committee include:

- Prayerful and discerning
- Tactful and diplomatic
- Pastoral, collegial, and hospitable
- Experience with diocesan and/or churchwide structures
- Good communication skills with multiple points of contact
- Good technical and organizational skills: email, Zoom, sharing docs, etc.
- Good working relationship with diocesan staff
- Good at networking around the diocese and Episcopal Church
- Knowledge of Episcopal polity
- Willing to learn
- Time and availability for this work
- Ability to maintain confidentiality

Guidelines and tasks

Each committee member must:

- Have an individual email address that only the committee member can access (not a shared email address between a couple, for example).
- Attend and be fully engaged in the Leadership Retreat on March 20-21, 2026 and the Discernment Retreat on February 4-6, 2027.
- Have documented completion of Sacred Ground anti-racism training or proof of attending options made available.
- Have documented completion of appropriate Safe Church, Safe Communities training modules or proof of attending options made available.
- Have documented completion of SpiritWorks Addiction and Recovery workshop or proof of attending options made available.
- Treat with respect and care all applicants/candidates throughout the process.
- Maintain strict confidentiality throughout the process and beyond.

The Committee will:

- Create a Diocesan Profile based on multiple listening sessions throughout the diocese and a Diocesan survey. The profile tells the story of the diocese and what we are dreaming of and looking for in our next bishop.
- Create parameters around application requirements and evaluation of those applications.
- Create questions for applicants to submit in writing, then read and evaluate submitted responses.
- Create questions for Zoom interviews with candidates moving forward in the process and a rubric for evaluating the interviews.
- Complete reference checks with guidance of Search Consultant.
- Read/watch online artifacts such as sermons, videos, social media, and classes posted by candidates.
- Organize and conduct the Discernment Retreat to further interview and get to know final candidates.
- Choose and present a final slate to the Standing Committee.
- Communicate well with the diocese and the Standing Committee.
- At appropriate points, share the workload with the Transition Committee.
- Work with the Search Consultant provided by the diocese.

The Search Consultant will provide resources on all the above so that you are not reinventing the wheel. You will be supported and guided throughout the process.

After submitting receipts, the diocese will cover all expenses (mileage, training, etc.). All the above will be covered in detail at the Leadership Retreat.