

Parish Profile Committee Charter

Authority

1. The Committee is an advisory committee established by the Vestry. The committee is constituted for the purpose of creating a Parish Profile that will be used to conduct the search for the next clergy leader for St. Jude's. The Parish Profile will be submitted to the Vestry for review and final approval of the Parish Profile shall reside with the Vestry

Membership

The committee will consist of at least 9 members. Vestry members and non-vestry members may be members of the committee. The Vestry has appointed Wren Gray-Reneberg and Valerie Nau as co-chairs of this committee. In appointing members, the Vestry will make diligent efforts to create a committee that reflects the diversity of the St. Jude's parish with respect to attributes of age, gender, longevity of involvement in our parish community, level of involvement in key ministries and other attributes, as appropriate.

Operations

1. The PP Committee will meet with such frequency as it may determine. The co-chairs of the PP Committee will preside over Committee meetings.
2. The Committee will report its activities to the Vestry on a regular basis.
3. The Committee may invite any clergy member, Vestry member, parishioner, outside advisor, or other individual who is not a Committee member to attend Committee meetings or meet with Committee members, but such persons will not have voting power and will not be considered to be Committee members.

Responsibilities

1. First, develop a scope and outline for the creation of a new Parish Profile that reflects the input and guidance provided by St. Jude's Vestry. Review this outline and scope with Vestry before proceeding with additional work.
2. Work collaboratively with committee members and other parishioners to collect new information, draft new sections and/or rewrite existing sections of the parish profile as deemed appropriate by the committee members and chairs.
3. Conduct the work of the committee in a timely manner, so that an outline of the document shall be developed for Vestry review by April 9, and an initial draft of the document shall be developed for Vestry review by May 31.
4. Use collaborative work processes to ensure that the proposed document represents a true consensus of all the members of the full committee. Specifically identify if there are any areas in which a consensus was not achieved, and provide a separate report to Vestry about the topics for which consensus was elusive.
5. Submit to Vestry, by June 15, the final proposed draft of the Parish Profile document along with any additional work product developed under section 4.