

Recommendation for Elder Nomination

Name of Person Being Recommended_____

Telephone No. _____ Email _____

Recommended for Elder _____ Continuing Elder_____ (See page 2 for qualifications)

For the items below, use additional pages, if necessary:

1. List the individual’s fellowship groups and activities within the congregation (Sunday School class, ChristCare group, etc.):

2. Describe the individual’s participation in service activities for the church and its ministries:

3. State other attributes or experience that qualifies the individual for nomination, such as career or community involvement, special talents and capabilities, aspects of personality or anything else that might provide the CLG with helpful information in considering this recommendation:

4. Has the individual agreed to accept a nomination by the CLG? Yes_____

5. Is the individual willing to commit to prayerfully seek personal spiritual growth, growth in service to the church and its ministries and growth in stewardship of possessions and service to the congregation in the office of Elder? Yes _____

6. Name of church member(s) recommending this individual (which may be the same person):

YOUR SIGNATURE

PRINT or TYPE YOUR NAME

CONTACT TELEPHONE #

(detach this page for return)

Lay Leader Nominations



Deacon
Elder
Continuing Elder

Timeline

- ◆ Nominations may be made between January 15 and February 15
- ◆ CLG submits slate to the Board Secretary on or before April 1
- ◆ Notice of nominees posted on April 15
- ◆ Members vote for Elders and Deacons at meeting held between April 30 and May 31
- ◆ Assembly votes on nominees for Steward and Officers at May Assembly meeting

Recommendations are Made to the Committee on Leadership and Governance (CLG)

Recommendation of Individual for Possible Nomination as Elder or Deacon

The University Christian Church Committee on Leadership and Governance (CLG) nominates twenty individuals in March of each year for election by the Congregation to the position of Deacon and eight individuals for the position of Elder for three year terms beginning on June 1 and ending on May 31. In addition, the CLG may from time to time nominate individuals to fill vacancies for unexpired terms, which the Assembly may confirm for service until the annual Congregational meeting, at which time the Congregation may determine whether to re-confirm the vacancy nominees.

Any member of University Christian Church may submit the name of one or more individuals for consideration by the CLG for the office of Deacon and/or Elder. The recommendation must be made in writing on or before February 15 of the year in which the nomination is to be considered. While no minimum has been set, it is expected that those in positions of leadership in the congregation participate in the life of the church and support it with their time, talent and financial resources.

All individuals should note that the CLG may receive more recommendations than it is able to place in nomination during any given year; nonetheless, the CLG encourages willing members to nominate themselves. This is an indication of affirmative desire to make a substantial commitment to church service, which is valuable information to identify members who, regardless of whether nominated in any given year, might be called upon to serve in other capacities.

The CLG seeks to nominate individuals who are representative of the Congregation and who appear to be most likely to serve faithfully and effectively. The CLG needs to be able to tap

“new blood” to fill leadership posts based with a minimum of guesswork, but also to be reminded of longtime dedicated members who might have been overlooked in past nominating processes. Additionally, the CLG may nominate members who have served in the past whom the CLG feels can offer valuable contributions borne of their past leadership experience and continuing service to the church.

The forms may be used to recommend an individual and provide information you would like to have the CLG consider for nomination to the positions. Note that nominees should be prepared to undertake the significant commitment of time and energy required to serve. A general description of the expectations of Deacons and Elders is stated on the reverse side of this page. The information requested on the form should be provided to the greatest extent possible.

After the information form is as complete as you are able to make it for each individual whom you wish to recommend, detach the form and place it in an envelope, SEAL THE ENVELOPE, and mail it to the church or place it in one of the drop boxes for Deacon and Elder recommendations located at the Reception Desk or in The Arches. Nominations may also be made online.

Should you have any questions regarding this process, please contact Judy Jones, CLG Chair, at 817.980.7190 or judy_secret@yahoo.com.

Also make nominations online.
www.universitychristian.org

Deacon Duties and Responsibilities

- ◆ Follow the Mission Statement
- ◆ Seek opportunities for intellectual and spiritual growth, giving attention to prayer and study in one's commitment of leadership of the church and followers of Christ
- ◆ Participate in the life of the church and support it with time, talent and financial resources
- ◆ Regularly attend a worship service
- ◆ Participate in a ministry division of one's choice
- ◆ Attend quarterly meetings of the Assembly as well as Deacon meetings, generally three to four a year
- ◆ **Serve as ushers and greeters for worship services (9 and 11 a.m.) and provide support at other special events at UCC**
- ◆ Be responsible for providing hospitality on Sunday mornings and/or at *The Search* on Sunday evenings, which includes greeting at entrances, and providing general information about UCC and Sunday School classes

Mission Statement:

As Deacons of University Christian Church, we are called to serve and glorify God by sharing our unique spiritual gifts, talents, time and resources as servant leaders in Christ's various ministries in our home, church, community and world.

People who are considered for a call to Eldership

Will have demonstrated, through their faithfulness and service in the church, a depth of spirituality that serves as a worthy example to all;

Will have supported the church by regular attendance and regular financial support;

Will have demonstrated appropriate behavior.

People who accept the call to Eldership

- ◆ Are willing to commit to a life of growth in their faith and in their relationships with God and with their fellow church members
- ◆ Are willing to accept leadership roles that serve the whole congregation, in matters of spiritual dimensions as well as service, according to their individual gifts and interests
- ◆ Will enthusiastically support the ministries of UCC with stewardship of time, talents, and financial resources
- ◆ Will attend all Assembly meetings to participate as a Delegate to the Assembly
- ◆ Will attend monthly Elder meetings
- ◆ Will seek opportunities for spiritual and intellectual enrichment and service

Continuing Elder

A person who has been a member of UCC for one year, who has previously served as an Elder in a Christian Church and is in good standing or who is an ordained minister of the Christian Church in good standing.

Must be accompanied by

- (1) Written evidence of the nominee's satisfactory service as an Elder in the prior congregation or of the nominee's ordination as a Christian Church minister
- (2) A petition signed by at least three Elders of the Congregation urging that the member's name be placed in nomination for selection as a Continuing Elder
- (3) A statement establishing that the nominee is qualified to serve as an Elder under the UCC Bylaws

Upon approval of the nomination by the Board of Stewards, it shall be submitted for approval by the Assembly.

Recommendation for Deacon Nomination

Name of Person Being Recommended_____

Telephone # _____ Email: _____

For the items below, use additional pages, if necessary:

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2. Describe the individual's participation in service activities for the church and its ministries:

3. State other attributes or experience that qualifies the individual for nomination, such as career or community involvement, special talents and capabilities, aspects of personality or anything else that might provide the CLG with helpful information in considering this recommendation:

4. Name of church member(s) recommending this individual (which may be the same person):

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