

Board and Officer Nominations



January 15, 2014

Nominations are
to be made by
an Assembly
Member

Timeline

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

Also make nominations
online.

www.universitychristian.org

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

Nomination for Steward or for the Position of Chair, Vice Chair or Secretary

The Assembly, at its May meeting, will elect five of the fifteen voting members of the Board of Stewards for three year terms, as well as a Board Chair, a Board Vice Chair and a Board Secretary. In addition, the CLG may from time to time nominate individuals to fill vacancies for unexpired terms by notifying the Board Secretary of the name of the person nominated to fill the vacancy. The Assembly shall vote to approve the nominee at an Assembly meeting by a majority vote of the Delegates present at the meeting.

The CLG is currently receiving written recommendations from Assembly Members for individuals to be considered for nomination to these posts. The deadline for submission of nomination forms to the CLG is **February 15**.

All members of the congregation, other than the CLG members themselves and some currently serving Stewards and Officers restricted by term limitation provisions of UCC bylaws, are eligible for nomination for election as a Steward, and, if continuing as a Steward or to be elected as Stewards, for nomination for election as Officers.

Formal recommendations to the CLG for consideration for these posts can be made only by Assembly members (currently serving Elders, Deacons, Ministry Area Leaders, Stewards or Student Delegates). Other members of the Congregation who wish for particular individuals to be recommended for nomination as Stewards or Officers may request any Assembly member to submit proposed individuals to the CLG.

It should be noted that, although this is not required by UCC bylaws, the individual elected as Vice Chair is most frequently elected subsequently to the office of Chair. Thus, a nomination for Vice Chair likely amounts to a de facto nomination for Chair-elect, although there is no such formal status.

- ◇ The Board of Stewards has general authority to conduct business and oversee operations of the Church
- ◇ Are representatives of the Congregation most able to perform the intense and demanding tasks of Stewards
- ◇ Must attend monthly meetings and at other times that may be deemed necessary
- ◇ Will perform numerous formal and informal tasks, in addition to other church service responsibilities that they have individually assumed
- ◇ Be able to respectfully listen to various points of view and to lead the Congregation creatively toward effective ministry and unity
- ◇ Should have a history of regular worship attendance
- ◇ Must exhibit strong traits of leadership, maturity, intelligence, patience, endurance and diplomacy.

Please use the form on the reverse side of this page to submit the names and information about individuals you would like to have the CLG consider for nomination to the position of Steward or to the Office of Chair, Vice Chair or Secretary. The information requested on the form should be completed to the greatest extent possible.

After the form is completed for each individual whom you wish to recommend, mail it to the church or place it in one of the drop boxes for recommendations at the Reception Desk or in The Arches.

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

Recommendation for Steward or Officer Nomination

Name of Person Being Recommended _____

Telephone No. _____ Email _____

Recommended for (check one or more): Steward _____ Chair _____ * Vice Chair _____ Secretary _____

*The current Vice Chair is generally subsequently elected to succeed the current Chair, although this is not required.

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

1. List the individual's fellowship groups and activities within the congregation (Sunday School class, Outreach, Christ Care, etc.):

2. Describe the individual's participation in service and governance functions 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 Assembly member(s) submitting this individual for nomination consideration:

YOUR SIGNATURE

PRINT or TYPE YOUR NAME

CONTACT TELEPHONE #