

February 2010

Dear Members and Friends:

As members of the Senior Pastor Search Committee, we want to express our gratitude for the trust you have placed in us. Over the past 3 months we have been meeting and planning for the Search and Call Process with the guidance of Reverend Ineke Mitchell, Regional Minister for the United Church of Christ. The purpose of this letter is to provide you with a brief summary of the process we anticipate.

We have begun work on the “Local Church Profile,” a document which will provide essential information about RHCC to potential candidates. The committee will complete much of this document; however, we will also seek your perspectives through surveys, questionnaires and perhaps small group meetings. We encourage you to review the profile which can be found at the Pastoral Search Information Table in Church or at <http://www.ucc.org/ministers/profile/>. Once the profile is complete, it will be added to other necessary documents and processed through the Connecticut Conference of the UCC prior to being listed in “UCC Employment Opportunities” nationwide.

Persons who have been authorized to complete a UCC Ministerial Profile will submit profiles for our committee through the Conference/Association Office. The Ministerial Profile includes information about the candidate’s educational background, experience, a detailed faith statement, eight written references, a background check form and a criminal background check. While the work on the Local Church Profile requires the input of many in the congregation, the names of candidates are held in strict confidence within our committee; we ask you to respect the essential confidentiality of this process.

We will keep you informed of our progress through updates in the weekly bulletin and monthly Church Mouse. We will be creating a section of the church website for you to peruse at your leisure. You will find a table with a variety of information about our progress in Chapin Hall or in the hallway outside the Pastor’s office. We have provided a box for your questions or you may contact us at seniorpastorsearch@rhccucc.org.

We will share our Local Church Profile with candidates and follow up with each person in whom we have particular interest. The follow up will include telephone reference checks, telephone interviews, and requests for sermon tapes. While pursuing these steps, we will continue to evaluate new Ministerial Profiles.

We will select a small number of candidates for personal interviews and make arrangements for members of the Search Committee to worship with them, most often in a church setting arranged by our Conference/Association office.

We will invite at least two candidates back for second interviews, seek God's guidance and prayerfully make a decision on a candidate. If the candidate we recommend chooses to accept, compensation arrangements will be clarified, and a date for a "candidating Sunday" will be established.

You will have an opportunity to meet the candidate (and family) that weekend in an informal setting as well as the formal worship service where the candidate will deliver the sermon. A congregational meeting following the worship service will offer each member an opportunity to ask questions of the Search Committee and to vote on the Call to our new pastor.

We thank Reverend Barbara Libby for excellent interim leadership during this time of transition. We trust that God will guide both our candidates and the members of our Search Committee and we ask you to pray for us regularly. We are blessed with a wonderful church community and with hard work and God's guidance, we will be blessed with a wonderful pastor to guide us as we minister in the name of Jesus Christ.

Sincerely,

The Senior Pastor Search Committee:

Michael Bower
Louise Butts
Neal Cox
Sarah DeGiovanni
Gail Hall
Bill Hoffman
Pat Howland
Laura Pawlich
Dave Sageman
Valerie Triblets
Lynn Webster
Barry Wilcock