

MINISTERIAL SEARCH CALENDAR

WHAT	STATUS	WHEN
Phase 3: Building the Structure to Search		
Congregational Survey	Done	Sept. 2022
Negotiating team selected - BOARD DECISION	Done	Sept. 2022
Cottage Meetings/Focus Groups	Done	Oct.-Mid Nov. 2022
Beyond Categorical Thinking Workshop	In Process	Nov. 12, 2022
Gather and Create Document Packet	In Process	Sept.-Nov. 2022
Negotiating Team Recommends Contract To Board	In Process	Oct.-Nov. 2022
Copy of Approved Contract to Transitions Office		Oct.-Nov. 2022
Congregational Record Completed	In Process	mid-Nov. 2022
Phase 4: Opening Up the Search		
Congregational Record Review by Transitions Program Manager, Interim Minister, & Regional Staff		mid-late Nov. 2022
Congregational Record Approved and Published		Nov 29-Dec 6
Documents Packet Approval by Transitions Program Manager		Dec (no later than Jan 1)
Consultation with Transitions Program Manager and Approval to Receive Applicants		Mid Dec-First Week of Jan
Phase 5: Discernment/Mutual Selection		
Receiving the Initial List of Applicants for the First Offer Date		Jan. 2, if approved
Video/phone interviews of top applicants		Mid-late Jan. 2023
Pre-Candidate Selection		Mid Jan.-early Feb. 2023
Pre-candidate Weekend Visits		Feb 4-Mar 27 2023
Developed References (including UUA regional staff)		Feb 4-Mar 27 2023
List to Transitions Office		by March 28, 2023
First Offer Date - Top Candidate		March 31 (Noon EDT), 2023
Phase 6: Finalizing the Offer		
Contract negotiations		March 31-mid April
Background checks		March 31-mid April
Announcing the Candidate To The Congregation		Early to mid-April
Phase 7: Entering Into a New Ministry		
Candidating Week		April 23-April 30
Congregation submits Notice of Call		May-June 2023
Preparation for the August start		May-July 2023
Arrival		August 1st, 2023