

Functions:

- A. The Staff-Parish Relations Committee will develop, maintain and evaluate job descriptions for all paid staff members of The Brandermill Church.
- B. The Staff-Parish Relations Committee will conduct an evaluation of all paid staff members of The Brandermill Church by July 31 of every year which will include development plans and goals for the upcoming year. Recommendations regarding the compensation of paid staff members will be forwarded to the Finance Committee no later than August 15 of every year.
- C. The Staff-Parish Relations Committee will evaluate the ministry of the pastor by November 30 of every year. The Pastor and the Staff-Parish Relations Committee will agree to goals for the ensuing year as well as evaluate the goals of the previous year.
- D. The Staff-Parish Relations Committee will work cooperatively with the Richmond District of the United Methodist Church and the Presbytery of the James during the rotation of ministers.
- E. The Staff-Parish Relations Committee will gain the approval of the Church Council before implementing changes in the staffing model of the church.
- F. The Staff-Parish Relations Committee will make decisions regarding the employment and/or dismissal of staff employees. The Church Council will function as an appeal mechanism in the event that the concerned employee wishes to have a decision reviewed.
- G. The members of the Staff-Parish Relations Committee will be approved by the Church Council. The Church Council will generate a slate of nominees for the Staff-Parish Relations Committee and the Chair of the Staff-Parish Relations Committee will select committee members from that slate of nominees.
- H. The membership of the committee will reflect the diversity of the congregation as well as persons who have skills related to the work of the committee.
- I. The Staff-Parish Relations Committee will develop and maintain personnel policies of the church.
- J. The Staff-Parish Relations Committee will obtain input from the congregation on their perspective on how the staff is functioning.
- K. The Chair of the Staff-Parish Relations Committee will maintain the suggestions box in the vestibule of the church. Such suggestions and concerns will be communicated to the Church Council in writing at least four times a year.