



November 8, 2017

Dear Clergy & Staff/Pastor Parish Relations Committee Chair;


Here we are again, the season for the prayerful process of assessing pastoral leadership for the annual process of appointment making. Without such prayerful attention, the process is impaired. It is critical that attention be paid in the careful consideration of submitting the enclosed UPDATED Joint SPRC & Pastor's Annual Recommendation to the Cabinet 2017-2018, also known as Preference Form, particularly the portion attending to the Mission Needs of the Church. Please remember that the **pastor(s)** and **committee must complete the form together**. This is the appropriate time to review the clergy evaluation done in the spring, referring to the goals that were set with the pastor.

While the decision will be made by the incoming 2018-2020 Staff-Parish Relations Committee, it is suggested that both the old and the new committee meet in **December** so that all might be a part of the conversation. The 2017 class may have voice but not vote whether the form is done in December or January. The enclosed Preference Form is to be returned to the District Office no later than January 15, 2018, as I will be in Cabinet the very next day. (That means your **Staff/Pastor Parish Relations Committee** should be **scheduled before that date**.)

Pastors, I want to meet with all of you -- whether you are considering a move or not. What will be helpful to our interview is a Questionnaire (included with this letter) to **complete and return 3 days prior to your appointment** with me. You should have received an invitation by email to sign up for your appointment time online in **SignUpGenius**. If you should have any difficulty with SignUpGenius, please email or call the district office for assistance (email & phone # below). If after our meeting we agree that a move is in order, I will be in touch to schedule a meeting with the Staff-Parish Relations Committee to discuss the mission and ministry of the church.

Appointment dates are available between **November 21st** and **December 14th**.

May God's richest blessings be yours.



M. Wayne Snead

Enclosures: Joint Preference Form
Clergy Interview Questionnaire (clergy only)

PO Box 12654, Norfolk, Virginia, 23541-0654
815 Baker Rd, Ste 301, Virginia Beach 23462