

2a. Personnel Committee

Personnel Committee Purpose:

- Conduct annual reviews of the Senior Minister.
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- Review salaries annually before the budget is adopted
- Make and keep current job descriptions for all staff members
- Work with Senior Minister on current contracts and salaries for all staff
- Uphold Personnel Policies.

Meetings and availability:

The committee meets once a month or as needed.

An annual report will be the means of communication with church members.

Composition:

As defined in the Plymouth constitution, the committee consists of 3 members each serving 3-year terms, with a chairperson and council rep chosen by committee.

Membership qualifications:

- Ability to maintain confidentiality
- Skills to negotiate and reconcile differences
- Communication skills
- Compassion and empathy
- Knowledge of the culture of this faith community