

INTERIM PLAN

Background:

According to SCS Policy, when a vacancy occurs in the position of Director of SCS, the ELT is responsible to decide if an Interim is needed and if so, what is needed and who it should be. Therefore, as we continue to pray for the Director Search Task Force as they enter their last phases of their search process, and due to the fact that the current Director's last day is May 31, 2022, the ELT has adopted the following plan. (Note: it was decided that an Interim SCS Director would most likely not be needed based on the progress of the Search Task Force.) However, in order to be prepared for some needs over the next 3 months, an Interim Coordinator would be helpful and wise)

Plan:

If SCS should find itself without a Director in June 2022, the ELT will enlist the temporary help of Mandy Bunn to serve as an Interim SCS Coordinator (Not Director) for up to 3 months (June, July and August of 2022 if needed.) This is a one month at a time contract, renewable over three months. Should a longer time be needed, the ELT will decide by the end of July on whether or not to renew this contract, seek someone else to actually serve as a part time Interim Director, or implement another plan. The SCS Coordinator shall be paid \$500.00 per month above her current salary for such things as:

1. Coordinate SCS meetings and events as needed and per policy.
2. Keep SCS Teams and Task Forces aware of their responsibilities and duties over the three month period.
3. When needs arise beyond her duties as Business and Communications Manager, refer such needs to the appropriate ELT Member, Trustee, Officer or resource and ensure that follow up occurs.
4. Develop agendas for the ELT and other Meetings that may occur in June-July 2022.
5. Coordinate all functions of SCS according to the SCS Constitution, By-Laws, Policies and Procedures