

**STAFFING JUSTIFICATION**

**To be completed by Governing Committee**

Title: \_\_\_\_\_ # of Openings \_\_\_\_ Date needed: \_\_\_\_\_

From what sources is the candidate likely to come?

Congregation     ELCA     Transfer     Seminary     External Hire

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Job Responsibilities & Requirements (as you want them to appear in the posting language):

  
  
  

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Cost/Benefit Justification if applicable (How does this position reduce other expenses or increase income):

  
  
  

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Alternative solutions to staffing position:

  
  
  

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Impact to Grace Lutheran Church if position is not filled:

  
  
  

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Proposed office location and justification (Church or Home):

  
  
  

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\*Include with Position Requisition Form