

Covenant Agreement

Chair of UUFPP Committee on Ministry

Summary: The duties of the Committee on Ministry are listed in the UUFPP Bylaws, Article XIII. These and additional responsibilities include:

- Encourage transparency and accountability in all aspects of congregational life;
- Facilitate communication between all parties, encouraging direct contact whenever possible;
- Educate the congregation and its professional and lay leadership regarding shared ministry; and,
- Coordinate periodic assessments of the various ministries of the congregation and its professional and lay leadership;
- Report to the Board of Trustees on issues relative to congregational health over which the Board may have influence;
- Recommend changes designed to strengthen the ministries of the congregation.

Therefore, as Chair of the UUFPP Committee on Ministry, I covenant to:

- To ensure the Committee performs its required duties and responsibilities.
- To hold regular meetings and ensure minutes are taken of each meeting.
- To set goals for the coming year at the first meeting of the program year.
- To ensure the minutes and goals are accessible to the BOT and the Congregation.
- To provide status, on at least a quarterly basis, to the BOT and Congregation, regarding the progress towards meeting the Committee's goals.
- To provide an end-of-year report to the Congregation at the annual Corporate Meeting.
- Attend the Coordinating Council Meetings.

Requirements:

- Ability to organize committee meetings.
- Ability to track responsibilities of the committee on a month-to-month basis.
- Basic computer skills and regular access to e-mail.
- Ability to master the Fellowship Membership Database.

Name _____ Date _____

Signature _____