

Committee on Shared Ministry Charter

Purpose

The purpose of the Committee on Shared Ministry (CSM) is to understand, assess, support and advocate for robust and shared ministry throughout the context of congregational life. The committee is to provide a safe space to discern the many happenings throughout the different ministries of VUU. The members include the Senior Minister and volunteer committee members. The role of the committee is to share items that are of concern to get inputs and feedback through the committee members' experience and knowledge of the greater VUU community and to support the minister as a sounding board. The goal is not to provide direction to the minister, only to help gather a better understanding of VUU's shared experience.

Responsibilities

- Continually educate itself about ministry
- Pay close attention to both the formal and informal aspects of ministry within the congregation
- Help the Minister to discern items requiring attention within the various ministries based on members' understanding of the congregation and congregation feedback
- Advise the Board regarding the health of the ministry through email communication and board meeting agenda items.
- Model healthy and authentic relationships with the congregation and minister
- Supports the minister in planning sabbaticals and professional development activities; recommends and actively supports such plans to the Board and congregation
- Meet monthly with a prepared agenda (e.g., chalice lighting, opening words/spiritual reflection, report or summary of assigned reading on ministry, minister's report, annual plan update, assessment update, issues not otherwise covered, questions/concerns for next meeting, closing words, action list)
- Hold recurring meeting with committee chairs regularly to improve communication and assess important aspects of shared ministry
 - Topics may include answers to the following: What should the congregation know? What needs attention? What is something the committee is proud of? Is the committee consistent with the congregation's Vision, Mission, Covenant Statement and Long-Range Plan
 - In partnership with the Minister and committee chairs, educate the congregation regarding all aspects of the ministry

Out of Scope

- Minister evaluation/compensation
- Conflict management

Coordinating Relationships

- Provide one member to a committee that will oversee the personnel issues related to the minister (annual review of compensation guidelines; annual review of salary, housing, professional expenses and benefits; recommendations to the Board for the overall compensation package as part of the regular budget process)

Membership

- CSM shall consist of 4 to 6 member of the congregation that have been active members for at least 3 years
 - Members shall serve staggered terms of 2 to 3 years
 - Selected by the Minister (with inputs from the Board and CSM)
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