

REVISED Congregational Life Committee - Policy - 3/24 by Cheryl Kellogg

CONGREGATIONAL LIFE

Congregational Life is to facilitate the development of a congregation that strives to be warm, welcoming, caring, and supportive to members, friends and visitors, encouraging membership and participation in our church and promoting the general health and spiritual growth of the congregation. Areas of Responsibilities and Duties:

Hospitality: Create an informative and inviting introduction to the church for visitors, and make visitors, members, and friends feel welcome, appreciated, and cared for.

- Greeters will:
 - welcome visitors, members and friends as they enter the church.
 - Provide visitor orientation to the church, managing all logistics that make visitors feel welcome and at ease upon arrival.
 - Special visitor name tags will be offered so that everyone has the chance to recognize, offer assistance, and welcome visitors.
- Coffee/tea and snacks will be provided weekly by volunteers in the social hall following the service. Refreshment hosts are responsible for cleanup of the kitchen area, emptying trash and taking it to the outside trash bin.
- Organize potlucks periodically.

Membership: Welcome newcomers, promote membership for those interested, and help all become fully integrated into the church so that we have fulfilled individuals in a thriving community.

- Support Hospitality
- Attend Sunday Service regularly and chat with visitors and newcomers to answer questions they may have regarding the church or Unitarian Universalism.
- Follow up with a note inviting visitors to come back again.
- Provide printed name tags as needed and encourage all to wear their name tags.
- Maintain the membership book and keep an official list of current members/friends and periodically inform board, publicity, committee chairs of additions and changes in membership.
- Monitor membership rolls and reach out to inactive or missing members.
- Explain the path to membership, as appropriate, followed by facilitating the signing of the membership book for those who choose to become members.
- Offer new member orientation classes to better familiarize newcomers and new members with Unitarian Universalism and our church.
- Order and stock information (pamphlets and brochures) about Unitarian Universalism for handing out upon request.
- Assemble visitor and new member packets.
- Communicate with UUA Data Services and UUA Southern Region as needed, to update critical member and contact information.
- Organize periodic ceremonies to welcome new members into the church.
- Organize and promote periodic community shared activities.

REVISED Congregational Life Committee - Policy - 3/24 by Cheryl Kellogg

Caring: Create and foster a loving and caring community in which members and friends receive nurture, support, and assistance when life's trials occur.

- Mobilize the resources of the church to respond to individual members and friends who are ill, experiencing loss, hospitalized, or are going through a traumatic situation.
- Encourage all to be part of the Caring Team to provide supportive care which may include cards, phone calls, meals, transportation, visitation, and whatever else our church may be able to provide.