

# Congregational Life Committee Charter

## **CONGREGATIONAL LIFE COMMITTEE CHARTER**

The Congregational Life Committee is a standing board committee of UCDSM.

### **MISSION**

To support the membership coordinator in creating meaningful connections between potential, new, and existing church members by creating opportunities for engagement with the church community.

- Greet and engage visitors
- Induct new members – conduct classes and ceremony to welcome them
- Connect new and existing members with groups/resources
- Maintain connections between existing members of the congregation

### **LEADERSHIP**

Members will elect an official chairperson by majority vote.

### **MEMBERSHIP**

The CLC will maintain a group of 4-6 members appointed by the board to one year terms to assist with various tasks of the group.

### **ACTIVITIES, DUTIES, RESPONSIBILITIES**

- Greeting/Ushering/Hospitality Teams
  - Recruit and support team leads for weekly duties
  - Provide guidelines/SOP for each role
- Visitor Engagement
  - Yellow sheets collected/logged
  - Initial/Follow-Up Contact with visitors
  - Answer questions, provide information to prospective members
- New Member Process
  - Connect to existing groups and resources
    - New member meetups
    - Mixers with existing members
  - Schedule UU & U class
  - Add New Members
    - Sign the book
    - Nametag
    - New member ceremony
  - Add to Stewardship process
- Ongoing Member Engagement
  - Host congregational life events

- Support members interested in organizing events
- Maintain contact with non-engaged members

### **MEETINGS**

The CLC will meet regularly but no less than one time per month.