

# First Unitarian Universalist Society of Syracuse Program Council

## Community Outreach Ministry

Purpose: To foster our UU values in the community at large, and engage the congregation's members in outreach activities and social action, including providing education to the congregation.

Duties:

- Coordinate all social justice outreach activities.
- Oversee all activities that involve outside (non-tenant) groups.
- Oversee the activities of the current Green Sanctuary Committee
- Oversee the use of social media.

## Facilities Team

Purpose: To plan for and implement maintenance and improvements of the facility, and oversee facility usage, including the building, grounds, property, and technology infrastructure.

Duties:

- Oversee the activities of the current Building & Grounds Committee.
- Oversee the activities of the current Facilities Use Committee, which consists of the President, Minister, and chair of the Building & Grounds Committee.
- Oversee the activities of the individuals providing IT and office support.
- Ensure that information for church equipment is maintained and its proper use is communicated appropriately.

The First UU Program Council consists of leaders from the Facilities Team, Finance Team, Community Outreach Ministry, Congregational Care and Growth Ministry, Lifespan Faith Development Ministry, and Worship and Music Ministry, as well as the chairs of the Committee on Ministry and the Nominating Committee.

Purpose: To provide an effective, accountable, affirming, and inviting structure for all of First UU's programs and activities, consistent with the congregation's Mission and Purpose.

The Board

of Trustees shall approve the appointments to the Program Council on an annual basis. Typically, appointments shall occur in June, and the terms shall continue through June of the following year.

The Council shall meet at least two times a year to review event schedules, coordinate activities, and maintain connectivity between the programs of First UU.

Members of the Program Council shall be active members of First UU, and shall agree to be responsive to the needs and communications of First UU members and staff.

The Program Council shall review and propose modifications to the Council Structure, for submission to the Board of Trustees, as needed.

- Ensure compliance with the congregation's Welcoming Congregation and Green Sanctuary policies, as well as all other policies
- Utilize social media and other congregational communication systems to promote activities
- Invite and engage all interested members in the activities of the Committee, Team, or Ministry

## Finance Team

Purpose: To oversee all aspects of congregational financial management including fundraising, income and expense planning, and investments.

Duties:

- Oversee the activities of the current Finance Committee.
- Oversee the activities of the current Trust Committee.
- Oversee the annual Canvass drive, including coordination of pledges throughout the year.

## Worship and Music Ministry

Purpose: To plan and provide meaningful worship services.

Duties:

- Oversee the activities of the current Worship and Music Committee, including the coordination of the following activities:
  - Ushers and greeters
  - Chancel flowers
  - Service coordinators for lay-led services and guest ministers
  - Sound system coordination
  - Summer services
  - Working with the Minister to ensure the quality of

## Lifespan Faith Development Ministry

Purpose: To provide fun and meaningful lifelong educational programming that connects learning with UU principles.

Duties:

- Oversee the activities of the current Youth Religious Education Committee.
- Coordinate and encourage Youth Group activities.
- Coordinate and encourage Young Adult activities.
- Coordinate and encourage all educational programming activities.

## Congregational Care and Growth Ministry

Purpose: To build relationships, extend care to, and provide social opportunities for, the congregational community.

Duties:

- Oversee the activities of the current Membership Committee.
- Coordinate all congregational activities that foster congregational connectedness, including the following:
  - Coffee hour after Sunday services
  - Potlucks and other meal events
  - Childcare for church activities, as needed
- Coordinate all affinity groups, including Chalice Circles.

## Nominating Committee

Purpose: To select and recommend individuals for Board, Officer, and Nominating Committee positions.

The definition of this Committee is defined in the Constitution.

## Committee on Ministry

Purpose: To affirm and support the covenantal relationships throughout the congregation.