

Unitarian Universalist Church of Davis
MEMBERSHIP COUNCIL CHARGE

Approved by the Board of Trustees on January 11, 2016

Purpose

The purpose of the Membership Council is to welcome newcomers, to provide access to information, and to promote a sense of belonging; to recognize and help integrate new members into the life of the congregation; and to oversee membership retention.

Objectives

- Cultivate potential new members; help new members get acquainted with the UUCD community, and integrate into the Church congregation.
- Encourage, promote, and assist with activities which promote fellowship.
- Promote an atmosphere of community and belonging among all members.
- Oversee membership retention.
- In collaboration with the Stewardship Team, follow up with those who leave the congregation to assess concerns, when possible.

Responsibilities

- Secure greeters and ushers for each Sunday service (including summer services) and orient them to their duties.
- Take the initiative in making visitors and new members feel welcome, and provide information about UUCD and UUism.
- Communicate with visitors shortly after their first visit, thanking them for visiting UUCD.
- Track repeat visitors and invite participation.
- Promote fellowship by providing Sunday morning coffee and involving new members and friends in social events.
- With staff, schedule, publicize and conduct Path to Belonging sessions three or four times each year.
- Follow up the Path to Belonging sessions with interviews of those interested in joining the church and assess their interests.
- Assist Senior Minister in preparing for membership book signing and new member ceremony.
- Publish brief biographical sketches of new members in the *Weekly Bulletin* or on the kiosk; post pictures of new members (and potentially incorporate them into a “new members” binder available to the community).
- Sponsor social events with invitations to potential and newer members
- Work with the ministers, committee chairs, and congregation to maintain contact with those whose participation is declining.

- Conduct an ongoing assessment of the effectiveness of membership activities.
- Plan for new or modified programs as needed.

Structure

The Council includes Teams focused on three areas:

- Sunday Worship Team organizes and leads welcoming activities before and after Sunday services; this includes greeting, ushering, and providing refreshments.
- Path to Belonging Team organizes sessions several times each year to introduce friends and prospective members to UUCD and Uuism and to follow up on their interests.
- Social Activities or Fellowship Team organizes welcoming events for new members and ongoing social events involving both new and long-term members.

In addition, at-large Council members assist with planning, implementing, and assessing activities in fulfillment of Council responsibilities and may participate in Team activities.

Number of Members Needed

Team leaders (4-6) shall determine the number of volunteers needed to carry out the activities of their group's responsibilities. Two to four at-large members are included in the Council.

Special Qualities or Skills Needed by Members

The Chair and Team leaders should have outstanding organizational and interpersonal skills and enthusiasm for the mission and work of the Church.

Terms of Office

Chair: 2-3 years, preferably with previous experience as a Team leader or member.
Team leaders: 1-4 years, preferably with experience as a Team member. Team members: personal preference.

Membership Selection Process

Team Leaders will be selected by the Membership Council in collaboration with the Senior Minister. Team members will be selected by the Team leaders.