

**Unitarian Universalist Church of Davis**  
**LEADERSHIP GROUP CHARGES POLICY**

*Adopted by the Board of Trustees on April 11, 2016*

The Church's Bylaws authorize the Board of Trustees to create new leadership groups to assist the Church in fulfilling its mission. Each new leadership group shall have a charge and a designated chair or co-chairs, approved by the Board, before being officially recognized and supported by the Church.

At the start of each fiscal year, leadership groups shall

- Review their charges,
- Submit proposed revisions to their charges for Board approval or notify the Board that no revisions are proposed, and
- Submit for Board approval the names of the chairs or co-chairs selected by their group.

Charges will typically include the following information about the leadership group: purpose, responsibilities, goals, special qualities or skills needed by members, number of members needed, term of office of the chair, term of office of members, and membership selection process.

In advance of submitting new or revised leadership group charges to the Board for approval:

- Charges for groups reporting to the minister(s) shall be reviewed by the Senior Minister.
- Charges for social justice leadership groups shall be reviewed by the Social Justice Coordinating Committee.
- Charges for groups reporting to the Operations Co-Chairs shall be reviewed by the Operations Co-Chairs.
- All new or revised charges shall be reviewed by the Board's Governance & Policy Consultant.

The requirement for Board-approved charges and leaders is limited to leadership groups—groups specifically dedicated to fulfilling the Church's mission. Affinity groups (e.g., choirs, poetry groups, men's groups, parent groups, spiritual practice groups) may be endorsed by the Board and supported by the Church, but they do not need to have Board-approved charges or leaders.

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