

Official Charge of the
Care Team Ministry

Approved by the Board of Trustees: March, 2019

Purpose/Mission:

The purpose of the Care Team Ministry is to provide a ministry of caring and a network of support to all of the members of the Unitarian Universalist Congregation at Montclair.

Vision:

The Care Team envisions:

- A membership that feels supported when they experience challenge, transition, and grief.
- A web of volunteers that understand their efforts to care for others in the congregation as an effective and meaningful ministry.
- A congregation that is strengthened by efforts of care and compassion.

Leaders and Responsibilities:

- Care Team Coordinator(s)
 - Coordinate the teams leaders, ensuring that responsibilities are met
 - Set meeting agendas
 - Lead meetings
 - Ensure that leaders have the information they need to lead
 - Actively seek volunteers to fulfil open positions.
 - Ensure that the Care Team Leaders are setting appropriate boundaries on the care they provide
 - Report to the Board of Trustees when asked by the Board
 - Contribute to the Annual Report
 - Submit a Budget Request
- Card Team Leader supports and coordinates the Card Team which will:
 - Sends cards to congregants to mark times of challenge, transition and grief
- Calls Team Leaders supports and coordinates the Card Team which will:
 - Make calls to congregants to mark times of challenge, transition and grief
- Meal Team Leader supports and coordinates the Meal Team which will:
 - Provide meals to congregants to support them through times of challenge, transition and grief.

- Visits Team Leaders supports and coordinates the Visits Team which will:
 - Make visits to congregants to support them through times of challenge, transition and grief
- Rides Team Leader supports and coordinates the Rides Team which will:
 - Provide rides to congregants who are unable to attend worship services and key congregational events without the aid of a ride.
- Co-Minister:
 - Provide visionary, operational, and pastoral leadership to support the Care Team.
- Volunteers:
 - Provide direct support consistent with each team's specific charge.
 - Provide feedback to team leaders to ensure that the team leaders have all the information they need to lead effectively.

Authority:

- The Care Team has the authority to suggest changes to this charge, including additional Addendum of Procedural Documents.
- The Board of Trustees has the authority to hold the Care Team accountable for the fulfillment of this charge. The Board of Trustees also has the authority to amend or rescind this charge, including the Addendum and Procedural Documents.

