

North Universalist Chapel Society  
Welcoming and Engagement Committee Constitution and Responsibilities

**Committee Mission:**

- The mission of the Committee is to develop an ongoing welcoming and engagement process rooted in kindness, inclusivity and relationship building, directed toward the creation and support of a loving community.

**Committee Responsibilities:**

To accomplish this mission, the Committee undertakes to:

- Engage members of the congregation in dialogue to discover how we might be more welcoming to all who enter the North Chapel.
- Endeavor to become more inclusive and embracing of all who enter our doors.
- Develop ways of engaging more of the congregation in activities and programs that are meaningful to them and foster a sense of community.
- Work closely with the Membership committee, supporting their mission, and communicating openly regarding the initiatives we wish to undertake.
- Develop guidelines and materials to implement all aspects of our mission.
- Be responsible to the board and congregation at large by effective, ongoing communication (monthly committee reports, etc.)
- Endeavor to learn and employ welcoming and engagement best practices.

**Committee Covenant:**

We gather to:

- Deepen our understanding of being a welcoming community at North Chapel.
- Actively promote and encourage North Chapel community members to welcome friends and strangers alike with warmth and interest.
- Create an atmosphere of inclusion and acceptance, celebrating the gifts each person brings to the community.
- Develop and support opportunities for members and friends to engage in church activities.

Together we commit to:

- Coming to meetings well prepared, on time and ready to engage.
- Communicating openly and thoughtfully and listening respectfully to the views of all.
- Accepting responsibility to share the tasks in order to deliver the mission for which our committee is responsible.
- Doing all we can as individuals and as a group to make our time on the Welcoming and Engagement Committee a satisfying and enjoyable experience on a personal, social and spiritual level.

### **Committee Governance:**

To keep our committee relevant, resilient, and in touch with the church community we serve, we will observe a governance process in which the following principles are respected:

- The committee will be composed of six to eight members selected from our church community. (Bearing in mind that the church's volunteer time is a scarce shared resource, that number can be reviewed and adjusted from time to time to meet the committee's work load and the church's available resources.)
- Candidates will be reviewed by the entire committee before being invited to join.
- To ensure a process of continuous self-renewal through the injection of new ideas and energy, committee members should be invited to serve at least one and up to two 2-year terms on the committee. After two terms (4 consecutive years) of service, members should rotate off the committee for at least two years.
- Where possible, service terms will be staggered to allow one or two committee retirements and new member appointments each year.
- Key committee roles (e.g. chair, secretary) will be decided annually at an appropriate committee meeting or retreat. Those appointed to these roles will be asked to commit to serving up to at least one, and hopefully two one-year terms.