

UUCW Board of Trustees Charge to the Interim Minister Search Committee February 2022

To enable our on-going transformation after a long-term Settled Minister, we charge the Interim Minister Search Committee to engage in a search for a 2 year Interim Minister (possibly 3 years). Note that the UUA recommends at least 2 years of Interim Ministry. Typically Interim Ministers are hired with a 1-year contract with an option to renew should both the congregation and the minister agree. The Interim Minister could *possibly* primarily focus on the following identified needs in addition to what emerges during their initial discovery/assessment period:

- **Governance:** Assess current operating structure, processes, and practices vis-à-vis UUCW Mission *and focus on anti-racism/anti-oppression work*, (the Mission may need to be revised first) and make amendments to or re-create By-Laws, Committee Structures (possibly number and types of Committees), decision making authority, and community covenant.
- **Future Visioning:** Assess current membership trends (UUCW, UU trends, national and local, and overall US church membership trends) processes (such as welcoming environment), and programs. Design a realistic strategic membership plan, especially in regards to diverse membership. Assess current small groups and broader opportunities for community building. Build a comprehensive plan of community building opportunities that addresses the specific needs of the congregation's current and future demographics.

Interim Minister key characteristics/profile:

- Open, respectful listener who is also able to challenge the congregation to assess norms and practices
- Creative with the ability to think “outside the box” and help others do the same
- Participative and collaborative leader; able to work effectively across all age demographics; community builder and change agent
- Systems thinker who has experience evaluating and re-envisioning governance systems and processes
- Values, encourages, and can lead diverse worship experiences
- Commitment to anti-racism/anti-oppression work within the congregation and the broader community
- Ability to collaborate with the congregation to form a shared vision of the future
- Comfortable with new and emerging technology

Note: The Interim Minister Search Committee should seek the input and consultation of the UUCW Anti-Racism Transformation Team to ensure that interview questions and processes fully explore the extent of any future Minister's lens, focus, and experience with anti-racism and anti-oppression work.

Interim Minister Search Committee Primary Tasks

- Receives the Interim Minister profile, requirements and any options from the Board of Trustees.
- Interfaces with the UUA Transitions Office
- Prepares the UUCW Search Packet that describes our community
- Submits full application for Interim Minister search process
- Reviews and interviews Interim Minister candidates
- Meets all UUA search deadlines to ensure a successful search process
- Presents a final Interim Minister candidate recommendation to the Board of Trustees