

<p align="center"><b>TennesseeValley Unitarian Universalist Church</b></p>	<p align="center"><b>Charter:Worship Committee</b></p> <p align="right"><b>Document No:</b></p> <p>Principle author: Jeffrey Kovac <b>Revised by Worship Committee 11/2021</b></p>
<p align="center">Approved by:</p>	<p align="center">President:</p> <p align="center">Ryan McBee</p> <p align="right">Signature: Date:</p>
<p align="center">Approved by:</p>	<p align="center">Chief of Staff:</p> <p align="center">Rev. Chris Buice</p> <p align="right">Signature: Date:</p>

**Revised by Worship Committee 11/2021**

**A. Purpose of the Charter**

**This charter describes the membership and responsibilities of the Worship Committee of TVUUC that will, in concert with the Senior Minister, develop and implement a year round program of Sunday morning worship services.**

**B. Authority**

**The Worship Committee operates under the authority of the Leadership Team**

**C. Scope**

**The Worship Committee task is to provide assistance and input for the creation of excellent Sunday services, assisting the Senior Minister in implementing all plans, programs and activities for that purpose.**

**D. Membership**

**Membership in the Worship Committee is as follows**

- 1. A chairperson selected from among the Committee's members.**
- 2. At least two other members of the congregation representing a blend of talents and points of view.**
- 3. The Senior Minister, ex officio.**
- 4. Additional members may be added on the recommendation of the chair and the senior minister**

5. Members will be chosen by the Leadership Team from a list of candidates suggested by the Senior Minister. Other candidates can be suggested by the Leadership Team in consultation with the Senior Minister.

**E. Responsibilities of the Worship Committee**

<p>Tennessee Valley Unitarian Universalist Church</p>	<p>Charter: Document No: XX.XXX Page 2 of 3</p>
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The Worship Committee is responsible and accountable to the Leadership Team for all aspects of the described activity including the following

- a. The Worship Committee will assist the Senior Minister in planning year-round program of excellent Sunday services, consistent with budgetary constraints.
- b. As a part of annual program development, the Committee and the Senior Minister will set goals to be attained during the year, and monitor their attainment.
- c. The Worship Committee chair and the Senior Minister will prepare an annual report to be presented to the Board detailing Program accomplishments, including attendance data for Sunday morning worship.
- d. The worship committee will be responsible for implementing the 8th Principle in our worship services, volunteer training, recruitment of speakers and other activities related to worship planning and implementation.

**F. Budgeting/Funds Allocation**

- 1. The Worship Committee will develop an annual budget request to be submitted to the Leadership Team which will review it and pass it on to the Board as part of the annual budget process. The budget will include the proposed costs for outside speakers.

**G. Congregational Input**

- 1. All members of the Worship Committee will be attentive to congregational comments regarding worship services, and pass those comments, favorable or otherwise, to the

Senior Minister and Worship Committee when appropriate.

2. The Worship Committee will conduct a survey periodically to collect congregational opinions regarding the worship experience.

**H. Policy Making**

1. The Worship Committee will assist the Senior Minister in preparing policies and procedures that affect the implementation of the Worship Program, and will seek approval from the Board of Directors and the Executive Team as appropriate.

**I. Event/activity organization/coordination**

<p>Tennessee Valley Unitarian Universalist Church</p>	<p>Charter: Document No: XX.XXX Page 3 of 3</p>
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1. Worship Committee members will assist the Senior Minister in ensuring that all worship services and related activities are organized and implemented successfully. This means that members will need to take on occasional roles as worship coordinator and/or worship assistant.
2. The Worship Committee, with consultation with the Senior Minister, will recruit and train worship coordinators to lead or assist in leading services when the Senior Minister is on vacation, sabbatical or has a Sunday off.

**J. Responsibilities of Worship Committee Members**

1. To attend all meetings or, if unable to attend, inform the chairperson in advance. Arrive on time and be prepared for any previously assigned action items or assignments.
2. To participate in open and candid debate.
3. To accept assignments as necessary to advance the work of the Worship Committee
4. To speak in one voice outside of the Worship Committee meetings.

**K. Direction and Control**

1. The Worship Committee operates under the direction of the Leadership Team and, as such, will provide periodic updates as to progress including the identification of any

**barriers, challenges, or opportunities that have arisen.**

**L. Decision Making Process**

- 1. The Worship Committee will use consensus as the primary decision making method.**
- 2. No critical decisions will be made without every member having the chance to provide input.**

**M. Meeting Frequency and Duration**

- 1. The Worship Committee will generally meet monthly but can meet more or less frequently if it is deemed necessary.**