**Share the Plate Steering Committee Charter**

CHARTER: Share the Plate Steering Committee

The Community Church of Chapel Hill Unitarian Universalist

Proposed on

Church Council Approval on:

Board of Directors approval on:

Mission

To support the outreach ministry of our UU congregation by developing and coordinating Share the Plate collections.

Goals

* Support church committees and members in their effort to make our UU values real in the world, by becoming involved in outreach work in our local and global communities.
* Support groups *Beyond our Walls*, which embody UU values, as they work to help vulnerable families and promote peace, justice and respectful treatment of all people.

History

Share the Plate funds replace all funds allocated to the Peace and Justice Committee, Community Ministries, Denomination Connections and all other outreach groups.

Share the Plate Steering Committee Responsibilities

1. Meet regularly to select Share the Plates recipients based on criteria outlined in the *Preliminary Guidelines For Prioritizing And Evaluating Share-The-Plate Requests.*
2. Serve as guide to STP coordinators three to six times a year
3. Update and change the *Preliminary Guidelines For Prioritizing And Evaluating Share-The-Plate, STP* procedures and calendar as necessary.
4. Communicate with church membership via the website, newsletter and announcements about STP Sundays

Relationships

1. The STPSC is accountable to the Board of Directors.
2. The STPSC will collaborate with the Community Service Ministry, Peace and Justice, RE, and other groups in order to ensure fair and compassionate decisions about STP recipients.
3. Committees involved with an STP Sunday will provide a coordinator for that Sunday; in cases where the recipient is not connected with a committee, a designated church member will serve as coordinator. The STPC will provide guidance to the STP coordinators.
4. The STPSC will collaborate with the minister regarding STP Sundays
5. The STPSC will collaborate with the Finance Administrator regarding amounts collected and the recording, distribution and reporting of STP funds.
6. The STPSC will collaborate with the Stewardship Committee and the Finance Committee to ensure clear communication regarding STP funds and member pledges.
7. The STPSC will make regular reports to the Board of Directors, the Church Council and the congregation

**Share the Plate Steering Committee Membership**

One representative will be invited to serve on the STPSC from each of the following:

* Peace and Justice Committee,
* Community Ministry (Social Concerns)
* RE,
* Denominational Connections,
* Board of Directors and
* One or more at-large members

If and when a group listed above is not able to provide an representative, the STPSC will collaborate with them until such time as they can send a representative. Technical aid and consultationwill be sought from knowledgeable church members as necessary to complete particular tasks.

The STPSC will work to maintain the full complement of 6 people in order to keep the work load manageable. If the 6 positions on the STPC cannot be filled from the aforementioned committees in a given year, at-large members will be invited to join.

**Recommended Qualifications for serving on the STPSC include:**

* Commitment to the mission and goals of Share the Plate
* Participation with or understanding of committees most active in outreach
* Interest in supporting the groups that work to support the efforts of marginalized people to improve their lives.
* Experience with Community Church activities