# Family Ministry Committee Charter

1. The Board of Trustees of the Unitarian Universalist Church of Ventura charters the formation of a Family Ministry Committee. The Family Ministry Committee will hold the responsibility and authority for supporting the Director of Family Ministry in promoting religious education and faith development for the children, youth, and families of the congregation. The Family Ministry Committee will be accountable to the Board of Trustees, which grants its charter.
2. The Family Ministry Committee will consist of at least 5 voting members. This Committee shall establish its own method of conducting business. All recommendations involving fiscal resources beyond routine budget expenditures shall be by recorded vote. The Director of Family Ministry and the Senior Minister are ex-officio members of this committee.
3. Family Ministry Committee Chair or Convener

The Family Ministry Committee Chair or Convener shall be selected from among the committee members and shall work in collaboration with the Director of Family Ministry. No member of the Board of Trustees or Chair of another ministry shall serve as Chair.

1. Committee Members

Members of the Family Ministry Committee will be by invitation of the previous year’s Chair and the Director of Family Ministry or Board President. All committee members will be responsible for reviewing the Committee’s charter at the beginning of the program year.

1. The Board of Trustees delegates the following authority and responsibility to the Family Ministry Committee:
   1. Sets the Religious Education Calendar of Events for the church year
   2. Assists the Director of Family Ministry in providing RE curriculum
   3. Assists the Director of Family Ministry with offering UUA programs such as Our Whole Lives and Coming of Age
   4. Assists the Director of Family Ministry in offering and coordinating special events, and selecting chaperones/adult supervision for such events
   5. Coordinates the recruitment and selection of volunteer RE Teachers and ensures that all persons working with children have been screened and passed the background check as required by church policy
   6. Provides training to all persons working with children on the UUCV safety policies including, but not limited to, the prevention of child abuse and Mandatory Reporting protocols.
   7. Develop a proposed budget and oversee the expenditure of the approved budget.
   8. With the Director of Family Ministry, promote programs and events to build community and to encourage spiritual growth of our families.
   9. Other authorities and responsibilities may be added with the mutual consent of the committee members and the Board of Trustees.
2. Accountability
3. The Family Ministry Committee shall abide by all Board Policies and Procedural guidelines and is responsible for familiarity with those.
4. The Family Ministry Committee will maintain records of its proceedings to be accessible upon request of the Board.
5. The Family Ministry Committee may be asked to contribute a short summary of its activities for the congregation’s Annual Report in June.
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