

Something For Everyone



A Resource Handbook
For the Unitarian Universalist
Congregation of Wilmington, NC

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Welcome

The Unitarian Universalist Congregation of Wilmington, NC (UUCWNC) is a vibrant and welcoming community of faith. We support each other as we pursue our spiritual journeys, make new social connections, and work to create a more just world.

This resource handbook provides you with a quick guide to all of the activities, committees and teams that make up UUCWNC. Use it to identify the activities that you would enjoy and that are closely aligned to your interests and skills.

The first section is titled **Connect** and it lists all of the activities within our congregation that everyone is welcome to join.

The next sections are titled **Serve Our Congregation** and **Serve Our Community**. They list the committees and groups or teams that you may join to serve within the congregation or outside the congregation. They require a commitment of time and skills.

These sections include a brief description of what each team does, how many members are involved, how long they serve, and how they are nominated. Contact information is also provided so that you can easily explore your options.



Connect

Everyone is welcome to join in these congregational activities. Participation is a simple way to meet and socialize with other members!

Worship Service is held every Sunday at 10:30 a.m. in the Sanctuary.

Sunday Hospitality Coffee Hour provides a time for members, friends, and visitors to engage with one another on a personal level while enjoying refreshments after each Sunday service. Coffee hour is held every Sunday after each service in Dobkin. Hall.

Sunday School provides an exciting program for children and youth. A library available through the UUA (Unitarian Universalist Association) provides the source material for classes. Our Whole Lives (OWL) is an award-winning sex education and coming-of-age program for older teens, providing a special teaching opportunity.

Childcare services are available at each service so parents may attend worship service.

Quest invites you to join a collective journey of the mind and spirit, honoring the Latin word *Quaere* which means to search, to seek, and to question. It provides a great opportunity to express your thoughts, feelings and questions about a range of topics while getting to know other participants on a deeper level. The group discussion format welcomes participation. Upcoming topics are announced via email. We meet Sundays 9:15-10:15 A.M. in Dobkin hall.

Connections/Small Group Ministry recognizes that spiritual practice is enhanced by intentional relationships. Groups of 10-12 members meet monthly for meaningful discussions about various topics such as '*generosity*,' '*fear*,' and '*soul*.' Membership in these popular groups is closed after the initial enrollment period; confidentiality is a promise upheld. Look for announcements or check with Rev. Dr. Kathy or Leslie O'Connor, Director of Faith Formation.

Monthly Open House Gatherings are hosted by members and friends in their home, apartment or HOA recreation room. They are scheduled for the second Sunday of each month, 4-7 p.m.

These gatherings provide opportunities for newcomers and members to meet and get to know each other in a relaxed party-like atmosphere while enjoying food and conversation. Those attending bring a dish or beverage to share. Detailed information is distributed at Sunday services several weeks in advance and a notice is available in the Weekly Digest and on our calendar located at our website UUCWNC.org.

For more information about how to become involved, contact Roxie Morison morisonroxie@gmail.com

Soup Sundays, are held in Dobkin Hall on the **third** Sunday of each month from October to March. These are casual lunch gatherings featuring delicious soups and desserts made by members of the Congregation. (Soup and dessert donations are always appreciated.)

ROMEOS (Retired Older Men Eating Out) gathers for a casual lunch and conversation every other Thursday at 11:30 a.m. The ROMEOS have no agenda and no predefined topic of discussion. We talk about the current state of things and “solve” a few world problems over lunch. For restaurant and meeting information email romeos@uucwnc.org

JUULIET (Just Unitarian Universalist Ladies Interested in Eating Together) gathers for lunch, to build and support women’s friendships and to provide an easy to access and always-available social network for women new to the Congregation. The JUULIETs meet on the last Friday of the month with some adjustments around holidays. We meet for other activities on various dates as scheduled. For more information email juuliets@uucwnc.org

Mah Jongg meets Friday afternoons at 1:00 p.m. in Dobkin Hall. The Mah Jongg group brings together people who enjoy the game and would like an organized group to play with on a regular basis. This is a friendly game; no money is exchanged. An email is sent out each week and it is important that members respond, as three players are needed to play. Players need an updated Mah Jongg card. For more information email mahjongg@uucwnc.org

Chalice Quilters provide lap size quilts to congregants in need. They meet on the second Tuesday of every month from 1:00 p.m. to 3:00 p.m. While this is a service project for our church, the meetings are a lot of fun. People of all levels of sewing and quilting experience, including beginners, are welcome. For more information email quilters@uucwnc.org

The Poetry Group provides a space and time for those interested in poetry to share and discuss poems they enjoy. The Poetry Group is on hiatus currently. For more information email poetry@uucwnc.org

The Book Discussion Group provides participants an opportunity to gather once a month and join in a conversation about a common read. Participants rotate the position of discussion leader. The group meets on the third Monday of each month at 7:00 p.m. and meetings last about 90 minutes. For more information email bookgroup@uucwnc.org

The Full Moon women’s group meets once a month on the Tuesday nearest the full moon. We welcome women of all ages. The group celebrates the cycles of our lives by observing and learning about Goddesses from many cultures and honors the feminine divine in each of

us. Meetings are held in member's homes which promotes close personal relationships between members. For more information email fullmoon@uucwnc.org

Serve Our Congregation

The following committees and teams invest their talents and time to enhance events and services for our congregation. Everyone is encouraged to join a team that matches up with their skills and interests!

Worship

The Worship Team provides weekly support to the Minister and Lay Service Leader(s), including setting up the Sanctuary and enlisting Offertory Ushers and Chalice Lighters.

On Sundays when the Minister is away, the Team provides quality Lay-led worship services which seek to affirm and promote our Unitarian Universalist values and offer inspiration, edification, and solace to all who attend. We welcome all who wish to join the Worship Team!

Meeting Times: Second Wednesday of each month, at 6:00 p.m.

Time Commitment: Meetings last approximately an hour. Worship Team members who lead services prepare homilies and/or sermons which may take a number of hours to research and write.

For more information email worship@uucwnc.org

Worship Associates assist with Sunday services by providing components of the service such as the welcome, chalice lighting words, responsive reading, and offertory words. Worship Associates may be asked to provide other parts of the service as requested by the worship leader.

Meeting Times: No meetings, but specific directions are provided by the worship leader the week prior to the service.

Time Commitment: Varies depending on the duties taken on.

For more information email Rev. Dr. Kathy Hurt at revkathy@uucwnc.org

Welcome Table Team Members are available before and after each Sunday service to welcome new visitors. Worship table members assist visitors and friends in filling out a brief form and name tag, invite them to coffee hour after the service, and offers visitors information concerning UUCWNC, and Unitarian Universalism. The team also counts and records the number of worshipers in each service.

Meeting Times: No scheduled meetings, but training is provided.

Time Commitment: Welcome Table Team Members arrive 15 minutes before service and stay at the desk after service until visitors leave or attend coffee hour.

For more information email membership@uucwnc.org

Greeters provide a welcoming face to each individual who enters the Sanctuary for Sunday service (s). There is no special training. Greeters arrive 15 minutes before each Sunday service, welcome each person entering the Sanctuary, and provide an Order of Service. Greeting members, friends, and visitors on Sunday morning is a great way to get to know people and for people to get to know you.

Meeting Times: No scheduled meetings.

Time Commitment: Greeters arrive 15 minutes before each Sunday service and stay at the door to the sanctuary until service begins.

For more information email greeter@uucwnc.org

Counters work in a team of two. They are responsible for counting the Sunday collection and preparing an office collection report.

Meeting Times: No scheduled meetings.

Time Commitment: There are four teams of counters; each team counts one Sunday per month and it takes about an hour.

For more information email counters@uucwnc.org

The UUCWNC Choir sings one Sunday a month, from September thru June. All are welcome to join, and you do not need to know how to read music.

Meeting Times: Weekly rehearsals are on Wednesdays 6:45-8:15 p.m. in the Sanctuary, from the first week in September through mid-June.

Time commitment: Consistent attendance at rehearsals and performances throughout the church year is ideal. If needed, it is possible to drop out for a month and jump back in when you are able to rehearse the music for the next Choir Sunday.

For more information email choir@uucwnc.org

Governance

The Board of Trustees (BOT) creates and promotes policy and vision to ensure that resources of the Congregation are effectively and efficiently directed toward achieving the Mission of UUCWNC. The Board provides the framework and structure under which the teams and committees operate and interact with each other, UUCWNC staff, and the congregation. Board members are nominated by the Nominating Committee and voted on by the congregation at the annual meeting.

The President, Vice-President and Secretary of the Board are selected by vote of the Board members. Those three, plus the Minister constitute the Executive Board; this group meets by telephone/video conference one week prior to Board meetings to plan and set the agenda. The nine Board members each serve a three-year term; three members rotate off each year and are replaced by three newly elected members.

Meeting Times: At the first meeting of each church year the Board chooses its monthly meeting dates and time. For the past year the Board has met on the third Tuesday of each month, most recently from 5:15-7:15 p.m.

Time Commitment: In addition to monthly Board meetings, each Trustee commits to serving as Worship Associate once a year, and to writing an article to be published in the Beacon. Every year, as a group, the Board leads one Sunday service, conducts the annual Congregational Meeting, and holds two Congregational discussions at which it welcomes questions and feedback. BOT members also serve as board liaison to several committees and often form sub-committees to work on different tasks and initiatives.

For more information email Board@UUCWNC.org

The Search Committee is appointed by the Board of Trustees when required to conduct a search for a new minister.

The Finance Committee is a permanently established committee, appointed by the Board of Trustees, which advises the Board of Trustees on the financial affairs of the Congregation.

- The Committee and the minister develop the annual budget and propose it to the Board.
- The Committee recommends the scheduling and extent of independent financial reviews of the Congregation's finances.
- As directed by the Board, the Committee assesses the financial impact of the Congregation's policies, practices, and activities, manages the Endowment Fund, monitors the Congregation's investments, and undertakes other projects as requested.

Meeting Times: Quarterly, or as needed.

Time Commitment: Members serve a term of three years.

For more information email treasurer@uucwnc.org

The Nominating Committee (NomCom) identifies a slate of candidates to serve on the Board of Trustees, as Treasurer, and on the Nominating Committee. The Nominating Committee functions independently of the Board of Trustees

Meeting Times: Once a month starting in January; 2-3 times per month closer to June as needed to prepare for the June Congregational Meeting.

Time Commitment: 0-2 hours a week in committee meetings plus talking with members about serving.

For more information email NomCom@uucwnc.org

The Committee for Ministry (CFM) ensures the congregation is living its mission. The ministry of UUCWNC is a shared responsibility among several leadership stakeholders and our congregation is most healthy when all these stakeholders understand, fulfill and are accountable for their contribution to the mission. The CFM evaluates and provides feedback to each stakeholder of the shared ministry. The CFM is comprised of six members appointed by the BOTs serving rolling three-year terms.

Meeting Times: Set by the committee as needed.

Time Commitment: 3-year term

For more information email CFM@uucwnc.org

Teaching

The Sunday School Team: The Sunday School classes rely on volunteers to teach our children and teens. No Experience Necessary! Share some spiritual nourishment with children and learn something too! In addition, we welcome volunteers to provide Nursery coverage when needed.

Meeting Times: No scheduled meetings

Time Commitment: Approximately three Sundays each month during the school year.

For more information email Leslie O'Connor, Director of Faith Formation at leslie@uucwnc.org

Quest Presenters facilitate and lead a discussion on a topic of interest to the congregation. They include members of the QUEST facilitator team, the congregation and wider community. The week before the presenters submit a short description of the topic and often provide resource information to review ahead of time. At monthly meetings the facilitator team develops the upcoming schedule of presenters and topics.

Meeting times: Sundays 9:30 – 10:30 a.m.

Time Commitment: One hour the day of your presentation plus preparation time.

For more information email quest@uucwnc.org

Operations

The Program Council (PC) consists of leaders from nine of our committees and teams, each of which develop programs for the congregation. The PC is chaired by the Vice President of the Board of Trustees and fosters coordination and communication amongst the groups as their activities, themes, content, and timing may overlap or intersect.

Meeting Times: Meetings are approximately one hour via zoom in the evening. Smaller work sessions may be added as needed.

Time Commitment: Two meetings in the fall and one in the spring

For more information email Programcouncil@uucwnc.org

The Membership & Engagement Team (MET) facilitates involvement of members, friends, and visitors in the life of the Congregation, fostering a sense of belonging and meaningful connections with each other and the UUCWNC community. Members of the committee are responsible for greeters, welcome table volunteers and hospitality volunteers.

Meeting Times: The second Tuesday of each month from 1:00-2:30 p.m.

Time Commitment: In addition to one monthly meeting, we break into smaller groups to take on projects that require additional meetings and time. Between meetings we stay in contact by email.

For more information email MET@uucwnc.org

The Communications Support Team works with our church leaders and administrative staff to ensure all internal and external communications provide succinct, accurate, relevant, engaging and up to date information.

The scope of communications includes the weekly newsletter, website, outside media/press announcements, Facebook page and other social media and materials such as brochures about UUCWNC.

Meeting Times: Varies depending on the needs at that time. The time commitment can vary between 1 to 4 hours a month.

For more information email cst@uucwnc.org

The Generous Life Team (GLT) works to promote the growth of a vibrant culture of generosity and giving that celebrates the giving spirit in all of us. The GLT works toward that goal by communicating with congregants about the value and importance of generosity, and by managing UUCWNC's annual pledge drive.

Meeting Times: Once per month, but the time commitment will increase in March and April in order to prepare for and implement the pledge drive.

Time Commitment: Members are asked to serve a two-year term.

For more information email GLT@uucwnc.org

The Caring Committee provides short-term support and assistance to UUCWNC members and friends who are experiencing illness, injury, or crisis. We provide meals, as well as transportation to medical appointments and to Sunday services. We visit those in the hospital, rehabilitation facilities and hospice and sometimes do shopping for those recovering at home. We host a reception following Memorial Celebration of Life Services if required by the family. Personal information is always held in the strictest confidence.

Meeting Times: Once monthly, on an as-needed basis. We conduct most of our activities through email, phone and text.

Time Commitment: Each member serves as chair for a month on a rotating basis, with a focus on coordinating and delegating activities and tasks to members of the team or other volunteers. As chair, average time per month ranges from 10-20 hours; the other members of the team average 4-10 hours.

For more information email caring@uucwnc.org

Open House Team signs up hosts from among UUCWNC members and friends, publicizes these monthly events, and helps the hosts with whatever they need before, during and after the gatherings.

Meeting Times: We attend the monthly open houses on the third Sunday of each month from 4:00-7:00 p.m., dividing the events into early and late shifts.

Time Commitment: In addition to attending open house events, the Open House Team meets in person about once a year. We correspond during the month by email to coordinate events. Publicity and other responsibilities are divided between team members and generally take no more than an hour a month for each member.

For more information email openhouse@uucwnc.org

Sunday Hospitality Hosts provide a time for members, friends, and visitors to engage with one another on a personal level while enjoying a cup of coffee or tea and snacks after Sunday morning service(s). This is a great way to provide a needed service and to get to know your teammates and other members of the Congregation.

Meeting Times: Approximately two hours the Sunday that you are hosting.

Time Commitment: One Sunday every three months (just four times a year!) You'll be assigned to a team with a captain who sends reminders, provides directions, answers questions, and does "how to" demonstrations, if needed.

For more information email hospitality@uucwnc.org

The Soup Sunday Committee provides a communal noontime lunch the second Sunday of the month, from October through March. Donations of soups and desserts from members and friends are always appreciated.

Meeting Times: Set up begins at 9:00 a.m., clean-up is usually completed by 1:00 p.m. We often work in two-hour shifts which allows us to attend a service. Soup and dessert donors are asked to drop off their donation at 9:00 a.m.

Time Commitment: Approximately two hours a month during our six-month soup season.

For more information email soup@uucwnc.org

Serve Our Community

The following committees and teams invest their skills and time to put our UU values to work in our community. Everyone is welcome to join these efforts!

The Social Justice Ministry (SJM) works to further our Congregation's commitment to justice, often collaborating with community partners such as the NAACP, You Can Vote, the Cash Bail Coalition, and the LGBTQ Center of the Cape Fear Coast among others. We offer congregants opportunities to live our UU principles, furthering the cause of justice in our world through education, service, witness, advocacy, and activism, often participating in local and state-wide marches, rallies, and meetings. Members often act as liaisons with our community partners, communicating those organization's activities to our group and the wider Congregation.

Meeting Times: One monthly meeting from 6:30 p.m. – 8:00 p.m., regular attendance is encouraged.

Time Commitment: One 90-minute meeting per month plus projects and events.

Please see our illustrated [Social Justice Timeline: A Living Document](#) and email us with additions!

For more information email sjm@uucwnc.org

Share the Plate (STP) Each Sunday's offering is shared with a worthwhile community-based organization which shares our UU values. The STP Team encourages congregants to nominate organizations to receive the Congregation's offering, reviews those nominations, and summarizes information about the selected group for the Order of Service and Weekly Digest.

Meeting Times: Mainly by email and phone on an as needed basis.

Time Commitment: Commitment of at least one year is preferred. Team members take turns writing up the biweekly STP nominations for the Order of Service. Other tasks are divided among team members, so the time commitment varies. Includes writing copy for the Worship Associate, Weekly Digest and Order of Service.

For more information email STP@uucwnc.org

Mother Hubbard's Cupboard (MHC) is an emergency food pantry. Volunteers pack bags and boxes of groceries and pass them out to Mother Hubbard's clients. The Cupboard is open for clients every Wednesday and Saturday from 12 Noon to 3:00 pm. There is always a need for volunteers to help serve clients, pack boxes, sort food, data entry and many other opportunities.

There is a donation basket located in Dobkin Hall for any and all shelf stable foods that you may wish to donate. If you want to donate money, please send a check to MHC at PO Box 76, Wilmington, NC 28402.

The pantry is located at 315 Red Cross St. (in the old Carolina Furniture building). For more information about MHC go to: www.motherhubbardsnc.org or email MHC@uucwnc.org.

Family Promise (formerly named Wilmington Interfaith Hospitality Network) provides temporary housing for homeless families, transportation, and other services based on need. Volunteers provide dinner for families, dropping off a full, completely cooked meal to the WIHN "Day Center" where the guests gather and eat. This is a nurturing and loving way to give back to the community. Volunteers receive information about the numbers of guests and any food allergies. There is no obligation to prepare additional meals, however many find this so rewarding they volunteer a couple of times a year.

Meeting Times: No meetings

Time Commitment: This is a periodic service; an email goes out to the Congregation when help is needed. It generally takes one to two hours to cook a meal and deliver it.

For more information WIHN@uucwnc.org