

DRAFT 9/13/2022

Covenant Group Steering Team – Approved , 20

**Purpose:** The Covenant Group Steering Team provides opportunities for personal intimacy and ultimacy as well as bringing depth and breadth to the spiritual fabric of the congregation by overseeing the Small Group Ministry Program and supporting the individual covenant groups. Small Group Ministry gives newcomers a sense of belonging and develops leadership skills in members who may have been in the shadows for years. In addition, the service project requirement directly benefits the congregation and builds community awareness of our Fellowship.

**Responsibilities:** The Steering Team will:

- Identify and train facilitators
- Assign facilitators to groups
- Conduct periodic facilitator's group meetings to support leadership
- Create forms and promotional materials to administer and grow groups
- Maintain a list of membership in groups
- Conduct an annual survey of group members to determine their desire to continue in their group or move to another group
- Reorganize groups as necessary and assign new members to open groups
- Set strategic goals and monitor progress
- Educate the congregation about Covenant Groups

**Communication and Reporting:** The Team reports to the Minister who may share relevant information with the Board. Confidential information about facilitators or members of groups will not be shared with the Board or in Steering Team meetings without the Minister's approval.

**Membership:** The Covenant Group Steering Team is composed of at least three (3) CUUF members that have experience facilitating covenant groups. The Minister acts as an ex-officio, non-voting member of the steering team. A chairperson will be chosen by the members of the team at the first meeting of the fiscal year. Members will serve by invitation for no more than five (5) years. In the event of a vacancy, the chair will submit candidates to the team members for approval prior to extending an invitation to join. Team members are expected to attend a majority of meetings, participate in a covenant group, and seek additional training opportunities.

**Meetings:** Meetings will be held on the \_\_\_\_\_ of each month from September through June. Regular meetings will last approximately 60 minutes. Additional meetings will be scheduled as required. A quorum of 60% is required to transact business.