

UUFH
Shared Ministry Position Description

Position Title: Heritage Day Chair

Cluster: Member Services

Purpose of Position/Description:

Plans and coordinates a celebration of our UU roots, history, traditions, legacy, and customs

Responsibilities:

1. Meet with NNS and choose theme
2. Plan for research
3. Plan a calendar
4. Depending upon the type of celebration planned, committees are needed for:
 - a. opening ceremony
 - b. food
 - c. program, including possible costumes
 - d. RE involvement
 - e. publicity
 - f. ticket sales
 - g. set-up
 - h. clean-up

When is this ministry performed/Amount of time required:

Monthly meetings beginning in January with NNS

Frequent communication and meetings as the date for Heritage Day approaches

Qualifications:

1. Awareness of member's talents
2. Leadership abilities with special emphasis on being able to motivate and designate
3. Ability to tap talent outside the UUFH when needed

Responsible To:

Congregation

Training Provided:

On the job plus knowledge of previous committee members

Support Provided:

Not Necessarily Seniors

Board-Appointed?

No

Length of Commitment (or Term if Board-Appointed):

One year, renewable

Note: In order to ensure effective succession planning, included herein is the responsibility to have a “trainee” in line for this position who is mentored in the role and to participate in recruiting successors, as necessary.

Benefits:

Opportunity to share this celebration of our UU roots, history, traditions, legacy, and customs. Enhancing the sense of community at the UUFH

Prepared by:

Approved by BOT on: [date]