

UNITARIAN UNIVERSALIST FELLOWSHIP OF THE RAPPAHANNOCK

www.uufrappahannock.org

Contract Minister Position

JOB TITLE: Contract Minister (estimated 40 hours per month)

COMPENSATION: To be negotiated based upon hours agreed to in contract; will be based on recommended UUA compensation scale

JOB DESCRIPTION: The Unitarian Universalist Fellowship of the Rappahannock is a small but stable congregation on the rural Northern Neck of Virginia, a community that includes many individuals who have re-located to the area to enjoy their retirement years. UUFR has an engaged Board of Stewards, a high level of lay leadership, and a strong commitment to continuing that lay leadership into the future. The Fellowship formed in 1999, moved into a “home of our own” in 2008, and began to consider inviting a minister to join the leadership of the Fellowship as part of our 2012 5-year strategic plan. In 2017 the Board of Stewards has committed to beginning the search for a part-time minister.

The Contract Minister’s primary responsibilities will be pastoral care to the members of the Fellowship, representing the Fellowship in the community, and providing regular Sunday services. In addition, the Minister may be asked to participate in an advisory capacity to the Fellowship Board of Stewards and committees. It is our hope that the Minister will also engage in a variety of UUFR activities and events—sharing in the fun, fellowship and celebration that characterize our small group. The allocation of time to particular duties is as follows:

The Minister will serve members in their needs for pastoral care, including crisis intervention and visitation of the homebound, sick, dying, and bereaved. The Minister will maintain awareness of her/his own limitations, and will refer members for professional counseling and other specialized services as appropriate. (approximately 30% of time)

The Minister will act in the community on behalf of liberal religious values, raise community awareness about Unitarian Universalist principles and beliefs and the presence of UUFR in the community, and engage in interfaith community activities representing UUFR. When the Minister speaks in public, the Minister must clearly indicate that such speech is not on behalf of the Congregation unless the Congregation has authorized otherwise. (approximately 25% of time)

The Minister will have primary responsibility for at least one, and sometimes two Sunday services each month with the exception of one month during the contract year as agreed upon with the Programs Committee. (approximately 15% of time)

The Minister will be available for consultation on congregational business or with members seeking support or counsel by telephone, email or during agreed hours in person. (approximately 15% of time)

The Minister will provide ceremonial services and counsel to members of the Congregation without fee or honorarium. When such services are provided to nonmembers, such fee or honorarium may be set by and is the property of the Minister. (approximately 10% of time)

The Minister will inform the congregation of activities through periodic reports to the Board of Stewards and the Membership. (approximately 5% of time)

SKILLS & PERSONAL ATTRIBUTES NEEDED:

- Compassionate: prepared to minister to a congregation that includes many members in their later years, and individuals with many different faith traditions
- Curious: about the life stories of Fellowship members, about the future, and about the journey
- Dynamic: a visible presence in the community that can help us grow and build a future for the UUFR
- Diplomatic: ready to engage respectfully and lead in partnership with a well-established group of lay leaders
- Articulate: comfortable and adept at speaking in a variety of settings
- Experienced: as a UU Parish Minister, Minister of Religious Education or Community Minister

TERM OF SERVICE: The contract will specify a term of service, with a minimum of one year, and will specify conditions under which the Fellowship, the Minister, or both may legally dissolve the contract.

LETTERS OF INQUIRY TO: Ruth Micklem, President of the Board of Stewards:
ruthmicklem@gmail.com

ACCEPTING INQUIRIES BEGINNING SEPTEMBER 1, 2017, UNTIL THE POSITION IS FILLED