

Approved by PB on August 24, 2011

Adult Religious Education (ARE) Charter

PURPOSE OF ARE COMMITTEE: To encourage and support the growth of UUFPP membership and the educational needs of both members and perspective members through interesting and educational classes. The UUFPP ARE committee co-ordinates, publishes and monitors the various components of ARE classes and related groups which fall under the umbrella of ARE activities.

LEADERSHIP AND MEMBERS: The ARE Committee consists of the committee chair (or co-chairs) and other interested members of UUFPP.

MEETING SCHEDULE: Meetings are held monthly or as needed. Often, e-mail or phone communications will suffice for meetings.

OBJECTIVES/SPECIFIC DUTIES:

- Develop and implement a schedule (at least one “semester” ahead) of Sunday ARE classes.
- Develop an effective Summer ARE program designed to promote, learn about and discuss the UU Principles.
- Obtain and provide the best facilitation available for all classes.
- Develop and implement evening classes, obtain class rooms.
- Arrange classroom layout and seating as per facilitator wishes.
- Using assigned computer code, make copies of materials for facilitators as needed.
- Provide coffee, cups and amenities for classes.
- With the DRE and Minister, organize and implement an annual “teacher appreciation day” event to recognize and support program facilitators.
- As the program grows and needs change, develop and submit an annual budget for ARE to the Policy Board.
- Prepare and submit to the Policy Board an annual report on the achievements of the ARE program.
- Develop and implement advertising for the various programs through weekly updates, the Order of Service, Facebook and other social media, the Flame, the UUFPP website and other locations as needed.

- Obtain feedback from both facilitators and participants to determine areas of particular importance and interest and areas which need to be improved.

OUTCOME MEASUREMENTS: The committee members will review the charter and solicit feedback from ARE participants annually to measure the effectiveness of the program.

BUDGET: The ARE committee will monitor any annual budgets required to ensure funds are spent in an appropriate manner.

REPORTING: The ARE chair or co-chairs will keep open lines of communication with the Minister and the DRE as well as communicate and submit reports to the Policy Board as needed.