

## **Caring Committee Charter**

**PURPOSE:** The UUFPP Caring Committee provides volunteer time to assist UUFPP Members who are having difficulties (i.e. surgery, illness, death in the family, etc.). Services include a broad range of volunteer time and talent. The Minister and the Caring Committee cooperate to identify additional opportunities for pastoral comfort & counseling and Caring respectively.

### **PRODUCT/EXPECTED RESULTS**

:

- Volunteers available to meet Member requests
- Volunteer workload evenly distributed using task management
- Good record-keeping to provide for volunteer appreciation
- Referrals to Minister for pastoral counseling
- Referrals from Minister for caring opportunities

### **AUTHORITIES:**

- Periodically survey UUCF members and friends regarding caring
- Communicate closely with Caring Committee members to achieve consensus
- Propose policies and set procedures
- Close liaison with Minister
- Evaluate technology available and make recommendations to the Council
- Submit requested reports in a timely manner

### **LIMITATIONS or BOUNDARIES:** Don't fail to:

- Maintain strict confidentiality where requested or appropriate
- Advise all UUFPP Members and Friends that the Caring Committee is specifically for volunteering time and is not involved in fundraising
- Send all recommended policies to the Board for approval
- Review and update procedures and recommendations on a regular basis
- Provide a budget to Finance Committee as requested

### **MONITORING:**

- Good publicity such that all are aware of the service
- Member needs met