

Social Justice Team Manual

Vision: The vision of the Social Justice Team is a more just and kind world.

Mission: The mission of the Social Justice Team is to advocate for justice and equity for all.

Purpose: The purpose of the Social Justice Team is to serve our congregation by promoting social justice and social service issues (guided by our Unitarian Universalist values and principles) within our congregation and the broader community. These issues include humanitarian, environmental, climate, and democratic issues that affect us locally, nationally, and worldwide.

Functions:

1. Facilitate the Cordon Road Clean Up twice a year.
2. Maintain the SJT Lending Library
3. Maintain the SJT calendar
4. Maintain the SJT Facebook website
5. Provide coffee service according to the coffee service schedule
6. Maintain the Sanctuary Folder
7. Maintain schedule for Lantern Carriers
8. Provide a liaison for PFLAG meetings (at UUCS)

Procedures:

Share the Plate Recipients:

There are 4 standing funds, Microfinance, Partner Church, Family Promise, and Minister's Discretionary Fund. The SJT will accept nominations for the remaining 8 months. A ballot will be created and the team will vote at a designated meeting. The team will designate the recipients to a month and assign a team member to contact the chosen recipient organization for each month. The assigned member will then use the following guidelines:

1. Research the organization (website) and determine whom to contact. Please contact the organization at least a month in advance and use the sample letter below as a guideline.

You will need to edit in order to add the month, organization, and your contact information.

2. Please try to schedule the speaker on the first Sunday of the month if possible, but please do not schedule a speaker for the fifth Sunday of any month as fifth Sunday offerings go to the RE program.
3. Notify the Worship Team at least two weeks before the first Sunday of each month with your information. Please inform the Worship Team of the name of the Share the Plate Recipient and a brief summary about the organization and the name of the speaker and the date they are speaking.
4. Please contact the speaker a few days or a week before they are scheduled to speak to verify the details and address any questions or changes. Please ask them to arrive at UUUCS by 10:15, so they have time to meet the celebrant.
5. Be available to welcome the speaker on the day of their scheduled visit and introduce them to the Celebrant. If you cannot be available, please let the SJT co-chairs know. Also please let our guest speaker know they are welcome to have coffee and treats during fellowship hour.
6. Please send a thank you message to our speaker within a week of their visit to express gratitude for their time and presence.

Sample letter

Dear _____,

My name is _____. I am a member of the Social Justice Team (SJT) of the Unitarian Universalist Congregation of Salem. Our congregation would like to offer your organization some support as your mission and the good work it does for our community aligns with our Unitarian Universalist values.

Each month, our congregation shares a percentage of its offerings to a community organization and in month , name of organization will be the recipient of those funds. It would be an honor if a member of your organization could join us to give a brief description of your mission at our Sunday service. The donation to your organization is not contingent on anyone from your organization attending, but we hope you will come so we can meet you and build a relationship.

We try to schedule these presentations for the first Sunday of the month, but we can also schedule for another Sunday if that will work for you. Our service starts at 10:30 AM, and in addition to speaking briefly (3-5 minutes), you may share any information or materials you have

about your organization at a table in our fellowship hall, where our congregation gathers for coffee and fellowship after the service.

These are the guidelines our Worship Team suggests for speakers to use the allotted 3-5 minutes effectively.

1. Write the talk in advance, practice it and time it.
2. Convey the most important information right away: what your organization is, what it does, and how that benefits the recipients as well as the greater community.
3. There is no need to make a plea for generosity. Our Celebrant will do that after your presentation is finished.

Our Worship Team finalizes the timeline for each service two weeks ahead of time, so we would appreciate your timely response to this message.

Our congregation is located at [5090 Center Street NE, Salem, Or 97317](#).

I look forward to hearing from you whether you are interested in attending or if you would like to decline. Please feel free to ask any questions you might have.

Sincerely,

Your name

[Your email address](#)

Your phone number

Unitarian Universalist Principles

We, the member congregations of the Unitarian Universalist Association, covenant to affirm and promote:

1. The **inherent worth and dignity** of every person;
2. **Justice, equity and compassion** in human relations;
3. **Acceptance of one another** and encouragement to spiritual growth in our congregations;
4. A free and responsible **search for truth and meaning**;
5. The **right of conscience** and the use of the democratic process within our congregations and in society at large;
6. The **goal of world community** with peace, liberty, and justice for all;
7. Respect for the **interdependent web of all existence** of which we are a part.