

**Unitarian Universalist Congregation of Salem**  
**Team Council Purpose Statement and Essential Functions \* revised**  
**2023-12-14**

**Mission:** We are a free and diverse, multi-generational spiritual community promoting liberal religious exploration in a congregation governed by democratic principles, and committed to stewardship, friendship, and shared ministry, as we live out our Unitarian Universalist values.

**Purpose Statement:** The Team Council is tasked with coordination of all UUCS recognized teams and affiliated ministries. It serves as a collective conduit for communication with the UUCS Board under the coordination of the UUCS Board Vice Chair. This Council allows for cross-communication between Teams to share ideas and reduce duplication of efforts or working at cross-purposes.

The primary goal of the Team Council is to foster communication and cooperation among teams, affiliated ministries of the congregation, and between those teams and ministries and the board of directors and its administrative committees, as we work toward our common goals; creating a welcoming, compassionate and engaged spiritual community.

**Essential Functions:**

- Meet at least quarterly or more frequently as needed to review Teams efforts toward meeting their own stated purposes and goals throughout the year.
- Communicate and coordinate with Team Council Chair whenever changes are being considered to the structure and organization of Team functions/ purpose.
- Provide written reports as scheduled, to the Board of Directors
- Provide updates to Teams stated purposes and goals, and annual activities to the Team Council Chair for sharing with the congregation at the Annual Meeting.
- Share, coordinate, and support Teams or ministries as necessary.
- Accept and implement UUCS Board feedback on congregational needs as necessary.
- Assure that Team actions, decisions, and meetings are conducted in keeping with the UUCS Mission and Vision statements and UUA principles.
- Maintain a record of Team meetings minutes / summaries for reference and planning.