

Leadership Cultivation Committee (LCC) Job Description

Revised: 04.17.2020

Mission:

Support of the UU Church of Bloomington, IN, through development of leadership capacity and skills among congregation members and nomination or recommendation of candidates for vacancies in leadership positions.

UUCB Bylaws Entry Regarding LCC:

The Leadership Cultivation Committee is defined by the Congregational Bylaws (Section 5.8). It consists of four voting members elected by the congregation plus one voting member selected by the Board of Directors from its membership (typically the Vice President). The UUCB Connections Coordinator and a minister are non-voting Ex-Officio members. The LCC is responsible to the congregation, but is expected to coordinate with the ministerial team and Board of Directors to further the mission of the UUCB.

Responsibilities of the LCC:

1. For the Spring congregational meeting in June, present a slate of UUCB members for election by the congregation for any vacancies in the Board of Directors, Leadership Cultivation Committee, and Special Purposes Fund Committee. The process of identifying the slate should begin as far as in advance as possible, in consultation with the ministerial team and relevant existing leadership.
2. Assist throughout the year, as requested by the ministerial team and Board of Directors, with filling vacancies that arise in the previously mentioned committees, as well as other leadership positions.
3. Determine needs of the congregation for training in leadership skills and aspects of congregational governance and operations, such as its organization and overall functioning.
4. Coordinate the congregation's participation in UUA training opportunities, such as the UU MidWest Leadership School.
5. Organize leadership skills training for the congregation as appropriate, either by providing it directly or arranging through outside sources (e.g., the Center for Congregations).
6. Ensure that UUCB leadership is representative of the congregation as a whole.

Skills Required of LCC Members:

- Maintain confidentiality regarding LCC discussions relating to congregational members under consideration for leadership positions.
- Become familiar with the responsibilities of the Board of Directors, Leadership Cultivation Committee, and Special Purpose Fund Committee in order to assess potential members for those groups.
- Listen to members of the congregation and accept input for LCC consideration.

Time Commitment for LCC Members:

- One and a half hours per month to attend an LCC meeting. Additional meetings as needed.
- Lead one-hour fall and spring Leadership Conversations to get acquainted with current and possible future leaders in the congregation.
- One hour per three months to organizing trainings.
- Two hours per six months to maintain up-to-date job descriptions of UUCB elected and appointed positions.
- Two hours per month to recruit members for the annual slate, collect and publish biographies, and present the slate at the June Congregational Meeting.
- Attendance at congregational meetings twice per year.

Note:

The LCC selects its own Chair and Secretary. These positions come with additional time and skill requirements.