

UUCWI Canvass Committee Role Description

Approved by BOT May 9, 2005

Purpose: To conduct an annual canvass of every member and friend of the congregation in order to secure funding to support the UUCWI operating budget, collect feedback to the congregation's leadership, and provide personal contact with each member and friend. Securing capital funds for the purchase of real property or for major capital improvements is not included in the responsibilities of the Canvass Committee.

Nature: This is a standing committee

Key Responsibilities:

- Secure sufficient financial pledges and donations from members and friends to operate the congregation adequately for the next fiscal year.
- Create a forum for members and friends to provide feedback to the congregation's leadership about how in their view the congregation is doing.
- Provide an opportunity to invite each member and friend to become involved in the congregation's activities according to their interests and desires.
- Perform pastoral outreach by communicating, listening, caring, affirming, informing and empathizing with each person being canvassed and giving thanks for what has been pledged.
- Help members and friends know they are an important part of the UUCWI community, both by having their opinions sought and respected, and by being able to make a contribution to the congregation about which they feel good.
- Provide appropriate training for canvassers to facilitate meeting these responsibilities.
- Acknowledge each gift and pledge with thanks and confirmation at the conclusion of the canvass.
- Report the financial results of the canvass and a summary of parishoner's comments to the Board