

Evaluating the Role of Our Professional Ministry

First Unitarian Universalist Society of Albany, Spring 2019

YOU ARE INVITED TO PROVIDE IMPORTANT INFORMATION ABOUT OUR CONGREGATION.

The Board of Trustees, in consultation with Rev. Sam Trumbore, asked for an evaluation of our “professional and lay shared ministry” so that we can make informed choices about our future. The big questions we are seeking answers to are:

- **What are the most important things the congregation wants our professional minister to do?**
- **How well is Rev. Sam doing at what he does? Where does he excel? Where might improvements be made? Are there other things you would like to see him do?**
- **What are the needs, if any, that our “shared ministry” – of professional and lay ministry – is not meeting?**

How you can help. We invite you to provide detailed responses to our questionnaire so that your views can be reflected in our report to the Board. All responses will be confidential and anything quoted in the report will be without attribution.

On the following page, you will find a list of duties that can be expected of a UU minister. Please consider the entire list before you respond to the questionnaire so that you can make your responses in the context of the many duties that UU ministers can be expected to perform.

To be included in our report, we ask that you return your questionnaire **no later than Sunday, April 28, 2019** by either:

- handing it to one of us; or
- emailing it to evaluation@albanyUU.org; or
- mailing it to Evaluation, First UU of Albany, 405 Washington Ave., Albany, NY 12206; or
- placing it in a sealed envelope addressed to EVALUATION in the box labeled “Treasurer” in the Copy Room.

If you have any questions, or would prefer to respond orally, please contact us at the email address shown above, or call the office at 518.463.7135 and an interviewer will return your call.

Thank you for your participation.

Gratefully yours,

*Meredith Andrews
Bruce Rodgers*

*Reese Satin
Nancy Willie-Schiff*

For your convenience, you can download a copy of this document at:

http://members.albanyuu.org/wp/pdf/2019_Evaluation_Questionnaire.pdf

http://members.albanyuu.org/wp/pdf/2019_Evaluation_Questionnaire.docx

Responsibilities of a UU Minister

According to the Unitarian Universalist Association and the Unitarian Universalist Ministers Association, the following are among the responsibilities of a UU minister:

1. **Leads Worship:** Includes preparation, planning and coordination of worship services as well as preparation and preaching of sermons, homilies and reflections
2. **Officiates Rites for Life Transitions:** Includes planning and leading ceremonies for weddings, funerals and memorial services, dedication of children, coming of age and recognition of new members
3. **Provides Pastoral Care and Presence:** Includes visiting sick and elderly, counseling and referrals, training and supervision of lay pastoral caregivers, supporting and coordinating with caring network, and crisis response
4. **Encourages Spiritual Development:** Includes designing and leading religious education courses for all ages, teaching spiritual practices (e.g. meditation), helping people integrate their spiritual/religious pasts and integrate their spiritual/religious beliefs in everyday life
5. **Witnesses to Social Justice in the Public Square:** Includes addressing local and global social justice issues, grounding social justice work in UU values/principals, inspiring people to participate in social change, leading/participating in the work of social justice organizations, encouraging collaboration with people of other faiths
6. **Leads Administration:** Includes implementing membership systems, overseeing programming, overseeing internal and external communications, promoting excellence in stewardship, supporting committees and governing bodies, managing professional staff and volunteers, delegating tasks and guiding mission and strategic planning
7. **Leads the Faith into the Future:** Includes articulating vision for the future, honoring core UU values/principals, building alliances with other congregations/organizations to accomplish common goals, designing programs/services to serve wider community, integrating multimedia technology, employing new ways of outreach, employing radically welcoming attitudes and practices, recruiting excellent candidates for ministry, mentoring ministerial interns and seeking input from emerging generations

SOURCE: Adapted from *Fulfilling the Call – A Model of UU Ministry in the 21st Century*, A Partnership of the Unitarian Universalist Association, the Unitarian Universalist Ministers Association, and the Education Development Center, Inc., UUA: Boston, 2013. [<https://www.uua.org/careers/ministers/becoming/incare/alignment/fulfilling-the-call>]

Questions for You

Please attach additional pages if needed and print legibly, if you are handwriting your responses.

1. What are your top 3 priorities for what Rev. Sam should be doing?

- (1). _____
(2). _____
(3). _____

2. Please rate how well you think Sam does on each of your top 3 priorities and the reason for your rating.

Place an X in the box next to Excellent, S=Satisfactory, N=Needs Improvement, or DK=Don't Know:

How well does Sam do on your first priority (1): E S N DK

Reason(s) for your rating: _____

How well does Sam do on your second priority (2): E S N DK

Reason(s) for your rating: _____

How well does Sam do on your third priority (3): E S N DK

Reason(s) for your rating: _____

3. In what areas, (whether or not already listed), does Rev. Sam excel? Provide specific examples.

4. What suggestions would you offer Rev. Sam for improving his professional ministry?

5. Please list any needs that should be, but are not being, met by either Rev. Sam or our congregation's shared ministry? Please explain.

6. Place an X in the box next to your age: Under 30 30-50 51-70 Over 70

7. How would you describe your relationship with Albany UU? _____

8. Your Name (optional): _____

Thank you.

To be included in our report, please return your questionnaire **no later than Sunday, April 28, 2019** by either handing it to one of us, emailing it to evaluation@albanyUU.org, mailing it to Evaluation, First UU of Albany, 405 Washington Ave., Albany, NY 12206; or placing it in a sealed envelope in the box labeled "Treasurer" in the Copy Room.