

Unitarian Universalist Community of Casper
Social Justice Group
Policies and Procedures

UU Casper Mission Statement

The mission of this spiritual community is to foster individual spiritual growth, ethical living, inclusive fellowship and engagement with other faith traditions, and to raise awareness in our community of a visible and viable Unitarian Universalist presence.

Social Justice Group Mission Statement

The Social Justice Group is responsible for initiating and/or coordinating UU Casper social justice activities and projects which support the mission of UU Casper and are consistent with the values expressed in the seven principles of Unitarian Universalism.

Social Justice Group Covenant

We covenant with one another, in a spirit of love and compassion, to

- share honestly
- listen actively
- assume good faith
- act with integrity
- ask for and offer help
- seek and offer forgiveness
- encourage joy and celebration
- express gratitude
- speak directly to one another about our concerns and issues, and
- support decisions in a shared voice.

These are our aspirations and intentions, which we pursue in good faith.

So mote it be.

Social Justice Group Policies and Procedures

The following policies and procedures are intended to provide for effectiveness and accountability of the Social Justice Group (SJG) by describing committee responsibilities and activities. This document is intended to be a living document, being updated continuously as determined necessary by the SJG.

Compliance with Applicable Authority

The SJG will comply with UU Casper bylaws; board policies, actions and decisions; and congregational policies, actions and decisions.

SJG Membership

SJG Membership is open to UU Casper members, friends, and the general public.

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SJG general operations

- The SJG will generally meet at least monthly, maintain minutes of each meeting, and (pursuant to Board policy) submit such minutes via email to the SJG group members and to the Board within a few days after each meeting.
- The SJG will make decisions by first attempting consensus, but if consensus is not possible, then by majority vote, of individuals in attendance at the meeting.
- Pursuant to Board policy, the SJG will promote effective and inclusive decision making by cooperating, communicating and consulting with other committees and/or the Board as appropriate prior to decision making, as well as thoughtfully considering the involvement of the larger congregation in the decision making process on significant issues.
- The SJG will regularly update the congregation about its activities by displaying minutes and other materials on the Social Justice Table/Bulletin Board, and by other available means, for example working with the Membership Committee to publicize activities in the monthly newsletter, and at uucasper.org and on Facebook.
- The SJG will prepare an annual report to the congregation detailing its activities for the year, for distributions at the annual congregational meeting, generally held in June.
- At the time requested by the Board toward the end of the fiscal year (which runs July to June), the SJG will determine and submit a request for the next fiscal year's committee operating budget amount.
- The SJG will periodically (for example, monthly) delegate specific members to be responsible for certain tasks, including those operational tasks mentioned above.

Social Justice Table/Bulletin Board

The SJG will maintain a social justice table and bulletin board to provide a central gathering place for social justice related information, resources, information about local events and contacts for relevant organizations for use by the congregation.

SJG project information, contacts, meeting minutes and related information, etc. may be displayed, as well as other materials approved by the SJG.

Elements to consider in the decision to approve the display of such other materials to include but are not limited to:

- Consistency with the seven principles of Unitarian Universalism, with UUA social justice programs, UU Casper bylaws and policies, and with these SJG policies and procedures
- Relevance to UU Casper and to the Casper community
- Events, including sponsors and venues, are in line with the UU Casper inclusivity/diversity policy.
- Appearance of materials is appropriate for viewing by all ages
- Materials are non-partisan in nature

The SJG may delegate a member to be responsible for organization and upkeep of the table/bulletin board, and to receive, evaluate, and approve requests to display materials, consulting with the Minister or other SJG members as needed.

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SJG Materials

The SJG has acquired certain materials, including a banner, table, print materials and other resources, which shall be kept at the church unless they are being used at approved community events, and generally located on or under the Social Justice Table.

SJG Projects and Events

All SJG projects and events will support the mission of UU Casper, be non-partisan and consistent with the values expressed in the seven principles of Unitarian Universalism, and fall within existing UUA programs such as Side With Love.

The SJG may generate its own social justice projects and events, or may receive project or event requests from UU Casper members, friends, or from community groups and individuals.

SJG will prioritize projects and events geographically closest to Casper. SJG intends to primarily promote social justice through partnering with and supporting the projects and events of other organizations, such as community groups or other Wyoming UU congregations.

For a project or event to take place, it must be evaluated and approved by the SJG. When evaluating a project or event for approval, the SJG will

- Obtain complete information about the project or event
- Vet event sponsors, speakers and performers, following procedures similar to those described in the Programming Committee's procedures for approving guest speakers
- Verify compatibility with UU Casper's mission and values, with UU Casper Board and SJG policies and procedures
- Verify that publicity materials are complete and comply with Social Justice Table/Bulletin Board guidelines (above)
- Consult with the Board or other committees, if appropriate
- Consult the church calendar at uucasper.org to avoid conflicts with other UU Casper events
- Appoint an individual, either a SJG member or other individual, who will be responsible for planning and carrying out the project or event, including interfacing with project or event partners as appropriate.

Approved projects and events and relevant details, including time lines and the individuals responsible for planning and carrying out the project or event, should be documented either in the SJG's meeting minutes or in attachments. Upon approval, the SJG should quickly notify the uucasper.org webmaster for entry of the project or event on the uucasper.org calendar.

The SJG has complete discretion to approve or deny any project or event request. The SJG reserves the right to cancel previously approved requests, and shall not be liable for any such cancellation. However, pursuant to Board policy, the SJG recognizes that the UU Casper Board reserves the right to review and revise SJG decisions.

SJG Public Positions

The SJG accepts the authority and responsibility for taking, on its own behalf, public positions on matters of social justice in connection with non-partisan public policy and current events. The SJG will arrive at such positions following full and open discussion within the SJG, in consultation with the UU Casper Minister, with notice to the Board, and consistent with the UU Casper mission,

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bylaws, Board and SJG policies. Evaluative factors should also include the covenantal relationship of the SJG and the UU congregation, UU principles and values, UUA public positions (such as Statements of Immediate Witness), and UUA social justice programs (such as Side With Love).

Normally, decisions about taking a public position will be made at regularly scheduled SJG meetings, and fully documented in the minutes. However, circumstances that call for a more immediate response may be decided via email communications or a specially called SJG meeting.

SJG public positions represent the view of the SJG only, and may not be ascribed to the congregation at large. Such public position must not make a commitment of human or financial resources beyond the control of the SJG. After the SJG approves a public position, it may publicize the position through UU Casper (newsletter, website, Facebook, etc.), and may submit it to other organizations or media.

The Minister will generally be the public representative of the SJG. However, the SJG, in consultation with the Minister, has the discretion to delegate this task to another individual.

Social Justice Group Policies and Procedures history:

Adopted 4/19/2018