

Covenant between
The First Unitarian Universalist Society of San Francisco
and
Reverend Kay Jorgensen
May 2006

With deep gratitude, the First Unitarian Universalist Society of San Francisco (The Society) honors the retirement of the Reverend Kay Jorgensen (Rev. Jorgensen), as a Society staff member, and welcomes her continued affiliated community ministry and presence in our religious community. In this spirit, this document serves to guide the relationship between the Society, its settled minister(s) and Rev. Jorgensen, in accordance with the Society's policy for Community Affiliated Ministers and Ministries.

I. Overall relationship. The Society welcomes Rev. Jorgensen as a member of our community. Like all members, she may participate in Society activities of her choosing, with the exception of the Social Justice Council, but is under no obligation to do so. As an affiliated community minister, she may, at the request of the settled minister, perform ministerial functions, but is under no obligation to do so.

II. Settled Parish Minister. The settled minister and Rev. Jorgensen shall establish a covenant, which will articulate the duties of the Affiliated Community Minister. The Settled Minister clearly has overall responsibility for ministerial leadership within the church and will take the lead in delineating the responsibilities, accountability and channels of communication as responsibilities, roles and relations are negotiated and, as needed, renegotiated. As stated in the UUMA's Code of Professional Practice, "The Affiliated Community Minister... will in all ways honor the priority of the Settled minister's call to the ministry of that congregation," At the same time, the Settled Minister shall earnestly seek to respect the calling, strengths and sensibilities of the Affiliated Community Minister, taking care to work collaboratively in the spirit of mutual cooperation and consultation.

III. Referrals from the Settled Minister. Referrals from the Senior Minister to Rev. Jorgensen and vice versa shall be carefully worked out so that each person's ministry is affirmed. Consistent with the UUMA Code of Professional Conduct, Rev. Jorgensen shall defer accepting from members and friends of the church any invitation for her services traditionally associated with Parish ministry, in the absence of a clear prior understanding to the contrary.

IV. Ministerial Tasks. Rev. Jorgensen is available to serve as back up to the settled minister – for example, performing rites of passage, teaching and preaching – as mutually agreed upon by the Settled Minister and Rev. Jorgensen. In consultation with the settled minister, Rev. Jorgensen may, if she chooses, occasionally contribute to the newsletter, teach a class, lead a discussion or mini-orientation, preach or visit the sick or hospitalized, represent the church at denominational meetings and other such ministerial tasks.

V. Payment and Fees. Rev. Jorgensen is not employed by, nor paid by, the church on any continuing basis. When Rev. Jorgensen preaches, officiates at weddings, funerals or memorial services for members of the congregation there shall be no charge. Rev. Jorgensen may choose to waive the right of payment for teaching classes or other ministerial services. When she performs services for people who are not members of the church, appropriate fees may be charged.

VI. Church facilities. Rev. Jorgensen will retain a key to the Society's center and have access to the Society facilities, photocopier, telephone, etc. for services rendered to the congregation, and to the wider UU community.

VII. Society Social Justice Ministry. Rev. Jorgensen will support future social justice ministers or other social justice professionals and honor our denomination's tradition of congregational polity in choosing positions on social issues.

VIII. Social Justice Council. To respect Rev. Jorgensen's retirement, she will not serve on the Social Justice Council. She may participate in individual social justice ministries affiliated with the church, for example, by serving on the Faithful Fools and Up On Top boards.

IX. Neutrality in Congregational Questions. Rev. Jorgensen shall strive to remain neutral on questions before the congregation.

X. Representation of and Identification with the Society. Rev. Jorgensen may not speak on behalf of the Society, in the absence of a clear prior understanding with the Settled Minister to the contrary. She may speak as the "former/retired social justice minister" of the Society. Rev. Jorgensen shall be identified on all staff lists and annual report to the UUA and other regional institutions, on the Order of Service Covers, etc. as space permits. Rev. Jorgensen may serve as a Ministerial Delegate from our Society at the annual UUA General Assembly. This, however, would not reduce the number of lay or Ministerial Delegates apportioned to our Society.

XI. Meeting with Minister. Rev. Jorgensen will meet the Settled Minister at least four times a year in order to review their relationship with one another and within the life of the congregation.

XII. Annual Report. Rev. Jorgensen shall write an annual report of her activities, which shall be included in the Society's Annual Report.

XIII. Addressing Conflict. Should the Settled Minister and the Rev. Jorgensen be in conflict, they shall seek first the services of the UUMA good officer for PCD or the PCD conflict management team.

XIV. Revisions to this Document. The Settled Minister and Rev. Jorgensen may mutually alter this agreement, in consultation with the Board of Trustees.

XV. Termination of Affiliation. The affiliated ministerial relationship between Rev. Jorgensen and the Society may be terminated by the Board or the Executive Team.

David Jones
Moderator, Board of Trustees
First Unitarian Universalist Society of
San Francisco

Rev. Kay Jorgensen
Retiring Minister of Social Justice,
First Unitarian Universalist Society of
San Francisco

Date

Date

