

## **Lead Minister Succession Policy**

**Effective: June 5, 2018**

**Supersedes: any and all other Lead Minister Succession Policies**

**Approved by: Board of Trustees**

### **Purpose**

Paragraph II.J of the Governance Policies of the First Unitarian Universalist Church of San Diego provides:

*Because of the risk of the sudden loss of the Lead Minister's services, the Lead Minister must have, at all times, no fewer than two other key leaders sufficiently capable to take over with reasonable proficiency as an interim successor.*

The purpose of this policy is to ensure compliance with Paragraph II.J and to establish clear and immediate direction in the event of the sudden loss of the Lead Minister's services due to death, disability, dismissal or resignation.

### **Policy**

In the event of the sudden loss of the Lead Minister's services due to death, disability, dismissal or resignation, the Minister of Music and Worship Arts and Assistant Minister, along with the Director of Operations and Lay Leader on the Executive Team shall immediately serve in the capacity of the interim Lead Minister and perform the duties of the Lead Minister under the Church Governance Policies. The Board of Trustees shall ensure that a revised Letter of Agreement is negotiated with the Minister of Music and Worship Arts and Assistant Minister to reflect such assumption of duties.

If for any reason the Minister of Music and Worship Arts and Assistant Minister are unable or unwilling to serve as a part of the afore-mentioned team performing the duties of the interim Lead Minister, the duties of the Lead Minister under the Church Governance Policies shall be assumed by an Interim Committee. The Church Director of Operations, the President and Vice President of the Board of Trustees and the Lay Leader of the Executive Team shall comprise the Interim Committee and the President of the Board of Trustees shall serve as its chair. The Interim Committee shall immediately contact the UUA's Transitions Department to pursue an interim Lead Minister search. The Interim Committee shall be separate from a Ministerial Search Committee and shall serve only until an interim Lead Minister is hired upon approval of the Board of Trustees. Until such hiring, the Interim Committee may, in consultation with the Minister of Music and Worship Arts and Assistant Minister, hire additional staff if necessary to ensure compliance with Governance Policies and to assist in pulpit and pastoral care responsibilities. The Interim Committee shall report and be accountable to the Church Board of Trustees.