

**First Unitarian Universalist Church of Nashville
Policy and Procedures**

Section: General & Administrative

Adopted: May, 1995

Revised: June, 2006

**GUIDELINES FOR CONGREGATIONAL SPONSORSHIP OF
CANDIDATE FOR MINISTRY**

I. General Sponsorship Requirements

In order to be considered for sponsorship by FUUN, a ministerial student should:

- a) Be a member of record in a Unitarian Universalist Church;
- b) Be active in the life of the local church for at least 6 months;
- c) Send a letter to the Board requesting sponsorship. This letter should describe the student's personal history of UU participation at the congregational level, his/her grounding in UU tradition as his/her faith of choice, his/her vision of ministry, and his/her timeline and general plan of study;
- d) Submit three letters of recommendation: one from a UU District Executive, one from a UU minister in good standing, and one from an academic representative (as described below). The first two of these letters may be copies of recommendations submitted to the UUA's Ministerial Fellowship Committee on the student's behalf;
- e) Provide a transcript of grades (if beyond the first semester);
- f) Submit a general letter of academic recommendation from a faculty member of the institution at which the student is enrolled, as mentioned above. This letter should address the faculty member's general impressions of the student, rather than simply assessing or reporting on the student's academic progress;
- g) Interview with the Committee on Ministry, which will then forward a recommendation to the Board;
- h) If the Committee on Ministry is uncertain about sponsoring a student after reviewing all of the above information, the committee may:
 1. Contact the UUA's Department of Ministry for comments about the student's Career Assessment Evaluation;
 2. Conduct a second interview with the student; and/or
 3. Communicate its concerns to the student and, if possible, negotiate appropriate remedies to the committee's concerns.
- i) Once sponsorship is granted, the student is welcome to request help or support when appropriate from the Sponsorship Committee.

First Unitarian Universalist Church of Nashville Policy and Procedures

II. Sponsorship Committee Configuration

Once sponsorship has been granted, the Sponsorship Committee will be comprised of the Minister of FUUN and three people appointed by the Board. These three people should have experience in one or more of the following areas: planning or conducting worship, denominational affairs, and/or religious education. At least one of the three individuals should have a longstanding background in Unitarian Universalism.

