UTO BOARD

Membership Information

Responsibilities

The UTO Board operates virtually. In order to participate fully in the work of UTO members must:

- Possess or commit to learning how to operate a computer, email, and relevant software, especially Word, Excel, Microsoft Teams and Zoom.
- Commit to only using @episcopalnetworks.org email for UTO business because it automatically archives
- Be willing and able to collaborate, communicate, and participate.
- Regularly attend mandatory Board meetings, including meetings held electronically. Unavoidable absences may be approved by the President, but must be limited to no more than 2 each year. A reasonable number of excused absences is expected.
- Select (in conversation with the Executive Committee) and serve on an appointed committee(s). The UTO Board has three working committees:
  - Grant Committee
  - Finance and Archives Committee
  - Formation and Development Committee
- Attend and actively participate in virtual trainings, webinars, and workshops.
- Attend national or regional events on behalf of UTO, as able.

Regarding the UTO Grant Process:

- Participate fully and in a timely fashion on submitted grant application(s) (read, rank, and submit by deadline) during the granting review period.
- Maintain confidentiality and accountability for actions related to grant process and award announcements, especially unresolved issues, until the grant applicants are notified of their status.

Time Commitments

The UTO Board recognizes and gives thanks for the time our Board members contribute to the life of our organization. The full board meets every other month, with committees meeting in-between. All meetings and trainings are held via zoom. Committees meet in person once a triennium (paid for by UTO). These meetings, while not required, are scheduled around the needs of committee and may include a visit to a UTO grant site. UTO works to ensure that the workload is manageable and spread throughout the year. The UTO grant application review process is the most intensive period of work during the year and occurs between February and April and committee work is paused during this time to maintain balance in the workload.

UNITED THANK OFFERING



The United Thank Offering Board is made up of diverse individuals from across The Episcopal Church who are committed to promoting gratitude and are stewards of the annual UTO Grant Process. Members serve for three year terms on this dynamic, volunteer Board.

Eligibility

- Must be at least 18 years of age and a member of The Episcopal Church and have a letter of endorsement form from a deacon, priest, bishop, or warden of The Episcopal Church.
- Must reside within the geographical boundaries of the Province for which you are applying from for the entirety of your term on the UTO Board.
- Must be interested in promoting gratitude as a practice for individuals, families, congregations, and groups.
- Individuals who are not serving on other Church-wide Boards or from small congregations are encouraged to apply.
- Minorities, young adults, and people who are comfortable working in more than one language are especially encouraged to apply.

Learn More

Please email Heather Melton, UTO Staff Officer with any questions. hmelton@episcopalchurch.org or visit https://unitedthankoffering.com

Apply Here

View or fill out the online application here: https://DFMS.formstack.com/forms/uto_board_application