



**ELIOT**  
UNITARIAN  
CHAPEL

**What You Need  
to Know About**

# **Rev. Barbara Gadon's Sabbatical**

**February 15 – May 17, 2019**



*The Sabbatical Planning Team has been working hard to make the time during Rev. Barbara's sabbatical go smoothly. This pamphlet should provide you with answers to most of your questions.*

## **Introduction**

Rev. Barbara Gadon will be on sabbatical from February 15 through May 17, 2019. She will return in time to close out the church year with us.

Rev. Barbara earns one month of sabbatical leave for every year of service. She is now in her sixth year at Eliot Chapel and has decided to take a three-month sabbatical.

Sabbatical is a time of rest and renewal. Rev. Barbara has identified opportunities for self-exploration, spiritual growth, and personal wellness that will stand her in good stead when she returns to her ministry with us.

## **Contacting Rev. Barbara**

Please don't contact Rev. Barbara during her time off. Our Business Administrator, Camille Novak, and others will make sure that she is informed of anything she truly needs to know.

## **How Will This All Work?**

It is our responsibility to allow Rev. Barbara's rest and renewal to occur. Eliot Chapel will continue to operate efficiently and safely in Rev. Barbara's absence. She has prepared for this time by clearly identifying what needs to be done and by whom. She and the Board of Trustees have established an administrative team (staff) and a congregational team to ensure that Eliot Chapel operates normally.

Of course, Rev. Barbara's wisdom and experience will be missed, but part of our responsibility is not to notice. Some issues will be resolved without benefit of her perspective; other issues will just wait to be handled after she returns.

## **Sunday Morning Worship**

We will continue to hold two services on Sunday morning at 9:30 and 11:00. Rev. Terry Davis will lead 5 services during late March and April. Rev. Barbara has arranged for experienced speakers to lead the remaining Sunday services while she is on sabbatical.

## **Pastoral Care and Minister's Discretionary Fund**

Pastoral Care will continue as usual, led by Rev. Jim Crawford and the Pastoral Care team. Congregational members needing pastoral care can contact the church office to arrange a meeting or conversation with Rev. Jim or one of the Pastoral Care team members.

Rev. Jim Crawford and Business Administrator Camille Novak will oversee the Minister's Discretionary Fund during Rev. Barbara's absence.

## **Executive Responsibilities**

The executive responsibilities that Rev. Barbara usually handles will go to the Executive Team comprised of Gary Gray, Jeanne Olson, and senior staff members (Jan Chamberlin, Camille Novak, and Scott Stewart). The team's responsibilities will include:

- Administrative oversight, including personnel supervision;
- Refinement of the 2019-2020 budget with the Board;
- Reporting to the Board and working with the appropriate ministry teams.

## **Sanctuary Church Status**

Starting in January, in preparation for Rev. Barbara's sabbatical, Eliot Chapel temporarily will remove its name as a candidate for a sanctuary church. After Rev. Barbara returns from her sabbatical, Eliot Chapel will restore its sanctuary church status.

## **Questions?**

If you have any questions about how things will work during Rev. Barbara's sabbatical, please feel free to contact any member of the Sabbatical Executive Team listed below, or feel free to speak with Rev. Barbara before February 15.

## **Executive Team:**

Gary Gray

Jeanne Olson

Camille Novak

## **Pastoral Care Minister:**

Rev. Jim Crawford

Sabbatical is a time of rest and renewal for Rev. Barbara. It is also a time for institutional and spiritual growth and understanding for us, the congregation of Eliot Chapel.

