



PASTOR / STAFF
PARISH RELATIONS COMMITTEE
TRAINING

ATLANTA / DECATUR OXFORD DISTRICT
2015

FACILITATED BY
REV. SHARMA D. LEWIS, DISTRICT SUPERINTENDENT (ATLANTA / DECATUR / OXFORD DISTRICT)
JANUARY 11, 2015

PURPOSE



- IDENTIFY AND DISCUSS THE UNIQUE NATURE OF SPRC
- IMPROVE BASIC SKILLS, COMPETENCIES, NAVIGATION
- IDENTIFY BOUNDARIES AND OPERATING AREAS
 - FOR THE COMMITTEE AND COMMITTEE CHAIR
 - PASTOR AND STAFF
 - CONGREGATION

AGENDA



- I. ORGANIZATION AND RESPONSIBILITIES
- II. DEVELOPING A PARTNERSHIP WITH YOUR PASTOR
- III. COMMITTEE DYNAMICS AND NAVIGATION
- IV. STANDARDS FOR PASTORAL SUPPORT
- V. ANNUAL MINISTRY REVIEW/FORMS
- VI. CONSULTATION AND PASTORAL APPOINTMENTS
- VII. CANDIDATES FOR MINISTRY
- VIII. QUESTIONS & ANSWERS



ORGANIZATION AND RESPONSIBILITIES

2012 DISCIPLINE, PARA. 258.2

THE COMMITTEE ON PASTOR / STAFF RELATIONS



MEMBERSHIP

- COMPOSED OF 5 TO 9 LAY PERSONS REPRESENTATIVE OF THE TOTAL CHARGE.
- ONE OF THE MEMBERS SHALL BE A YOUNG ADULT AND ONE MAY BE A YOUTH.
- THE LAY LEADER AND A LAY MEMBER OF THE ANN. CONF. SHALL BE MEMBERS.
- NO STAFF MEMBER OR IMMEDIATE FAMILY MEMBER OF A PASTOR OR STAFF MEMBER MAY SERVE ON THE COMMITTEE.
- ONLY ONE PERSON FROM AN IMMEDIATE FAMILY RESIDING IN THE SAME HOUSEHOLD SHALL SERVE ON THE COMMITTEE.

2012 DISCIPLINE, PARA. 258.2



MEMBERSHIP (CONTINUED)

- THE MEMBERSHIP SHALL BE DIVIDED INTO THREE CLASSES, ONE OF WHICH SHALL BE ELECTED EACH YEAR FOR A THREE-YEAR TERM.
- MEMBERS OF THE COMMITTEE SHALL BE ABLE TO SUCCEED THEMSELVES FOR ONE THREE-YEAR TERM. [TOTAL SIX (6)]
- IN THOSE CHARGES WHERE THERE IS MORE THAN ONE CHURCH, THE COMMITTEE SHALL INCLUDE AT LEAST ONE REPRESENTATIVE AND THE LAY LEADER FROM EACH LOCAL CHURCH.

2012 DISCIPLINE, PARA. 258.2



MEETINGS

- THE COMMITTEE SHALL MEET AT LEAST QUARTERLY.
- IT SHALL MEET ADDITIONALLY AT THE REQUEST OF THE BISHOP, THE DISTRICT SUPERINTENDENT, THE PASTOR, ANY OTHER PERSON ACCOUNTABLE TO THE COMMITTEE, OR THE CHAIRPERSON OF THE COMMITTEE.
- THE COMMITTEE SHALL MEET ONLY WITH THE KNOWLEDGE OF THE PASTOR AND/OR THE DISTRICT SUPERINTENDENT. THE PASTOR SHALL BE PRESENT AT EACH MEETING OF THE COMMITTEE ON PASTOR-PARISH RELATIONS OR STAFF-PARISH RELATIONS EXCEPT WHERE HE OR SHE VOLUNTARILY EXCUSES HIMSELF OR HERSELF.

2012 DISCIPLINE, PARA. 258.2



MEETINGS (CONTINUED)

- THE COMMITTEE MAY MEET WITH THE DISTRICT SUPERINTENDENT WITHOUT THE PASTOR OR APPOINTED STAFF UNDER CONSIDERATION BEING PRESENT. HOWEVER, THE PASTOR OR APPOINTED STAFF UNDER CONSIDERATION SHALL BE NOTIFIED PRIOR TO SUCH MEETING WITH THE DISTRICT SUPERINTENDENT AND BE BROUGHT INTO CONSULTATION IMMEDIATELY THEREAFTER.
- THE COMMITTEE SHALL MEET IN CLOSED SESSION, AND INFORMATION SHARED IN THE COMMITTEE SHALL BE CONFIDENTIAL.
- A QUORUM IS THOSE PRESENT AT ANY DULY ANNOUNCED MEETING.

2012 DISCIPLINE, PARA. 258.2



DUTIES

- ENCOURAGE, STRENGTHEN, NURTURE, SUPPORT, AND RESPECT THE PASTOR(S), STAFF AND FAMILY(S).
- TO PROMOTE UNITY IN THE CHURCH(ES).
- TO CONFER WITH AND COUNSEL THE PASTOR(S) AND STAFF ON THE MATTERS PERTAINING TO THE EFFECTIVENESS OF MINISTRY; RELATIONSHIPS WITH THE CONGREGATION; CONDITIONS THAT MAY IMPEDE THE EFFECTIVENESS OF MINISTRY; AND TO INTERPRET THE NATURE AND FUNCTION OF THE MINISTRY.
- TO CONFER WITH, CONSULT, AND COUNSEL THE PASTOR(S) AND STAFF ON MATTERS PERTAINING TO PRIORITIES IN THE USE OF GIFTS, SKILLS, AND TIME AND PRIORITIES FOR THE DEMANDS AND EFFECTIVENESS OF THE MISSION AND MINISTRY OF THE CONGREGATION.



2012 DISCIPLINE, PARA. 258.2

DUTIES (CONTINUED)

- TO PROVIDE EVALUATION AT LEAST ANNUALLY FOR THE USE OF THE PASTOR(S) AND STAFF IN AN ONGOING EFFECTIVE MINISTRY AND FOR IDENTIFYING CONTINUING EDUCATIONAL NEEDS AND PLANS.
- TO COMMUNICATE AND INTERPRET TO THE CONGREGATION THE NATURE AND FUNCTION OF THE MINISTRY IN THE UNITED METHODIST CHURCH REGARDING OPEN ITINERANCY, THE PREPARATION FOR ORDAINED MINISTRY, AND THE MINISTERIAL EDUCATION FUND.
- TO DEVELOP AND APPROVE WRITTEN JOB DESCRIPTIONS AND TITLES FOR ASSOCIATE PASTORS AND OTHER STAFF MEMBERS IN COOPERATION WITH THE SENIOR PASTOR.

2012 DISCIPLINE, PARA. 258.2



DUTIES (CONTINUED)

- TO CONSULT WITH THE PASTOR AND STAFF CONCERNING CONTINUING EDUCATION AND SPIRITUAL RENEWAL.
- THE COMMITTEE SHALL PROVIDE TO THE CHARGE CONFERENCE A LIST OF STUDENTS FROM THE CHARGE WHO ARE PREPARING FOR ORDAINED MINISTRY, DIACONAL MINISTRY, AND/OR MISSIONARY SERVICE, AND SHALL MAINTAIN CONTACT WITH THESE STUDENTS, SUPPLYING THE CHARGE CONFERENCE WITH A PROGRESS REPORT ON EACH STUDENT.
- TO INTERPRET PREPARATION FOR ORDAINED MINISTRY AND THE MINISTERIAL EDUCATION FUND TO THE CONGREGATION.



2012 DISCIPLINE, PARA. 258.2

DUTIES (CONTINUED)

- TO CONFER WITH THE PASTOR AND/OR OTHER APPOINTED MEMBERS OF THE STAFF IF IT SHOULD BECOME EVIDENT THAT THE BEST INTERESTS OF THE CHARGE AND PASTOR(S) WILL BE SERVED BY A CHANGE OF PASTOR(S). THE COMMITTEE SHALL COOPERATE WITH THE PASTOR(S), THE DISTRICT SUPERINTENDENT, AND THE BISHOP IN SECURING CLERGY LEADERSHIP. ITS RELATIONSHIP TO THE DISTRICT SUPERINTENDENT AND THE BISHOP SHALL BE ADVISORY ONLY.
- THE COMMITTEE AND THE PASTOR SHALL RECOMMEND TO THE CHURCH COUNCIL A WRITTEN STATEMENT OF POLICY AND PROCEDURES REGARDING THE PROCESS FOR HIRING, CONTRACTING, EVALUATING, PROMOTING, RETIRING, AND DISMISSING STAFF PERSONNEL WHO ARE NOT SUBJECT TO EPISCOPAL APPOINTMENT AS ORDAINED CLERGY.

2012 DISCIPLINE, PARA. 258.2



DUTIES (CONTINUED)

- TO RECOMMEND TO THE CHARGE CONFERENCE, WHEN THE SIZE OF EMPLOYED STAFF OF THE CHARGE MAKES IT DESIRABLE, THE ESTABLISHMENT OF A PERSONNEL COMMITTEE.
- TO EDUCATE THE CHURCH COMMUNITY ON THE VALUE OF DIVERSITY OF SELECTION IN CLERGY AND LAY STAFF AND DEVELOP A COMMITTEE TO SAME.
- MEMBERS OF THE COMMITTEE ON PASTOR-PARISH RELATIONS (OR STAFF-PARISH RELATIONS) SHALL KEEP THEMSELVES INFORMED OF PERSONNEL MATTERS IN RELATIONSHIP TO THE CHURCH'S POLICY.
- TO CONSULT ON MATTERS PERTAINING TO PULPIT SUPPLY, PROPOSALS FOR COMPENSATION, TRAVEL EXPENSE, VACATION, HEALTH AND LIFE INSURANCE, PENSION, AND HOUSING.

OTHER ESSENTIAL DISCIPLINE SECTIONS



- PARAGRAPH 249(3) EXISTENCE OF SPRC COMMITTEE AND ELECTION OF LEADERS
- PARAGRAPH 252(4D) – SPRC RECOMMENDS SALARY (CLERGY AND AGGREGATE STAFF) TO CHARGE CONFERENCE
- BRING THE 2012 BOOK OF DISCIPLINE TO YOUR MEETINGS!



DEVELOPING A PARTNERSHIP WITH YOUR PASTOR

GUIDELINES FOR DEVELOPING A PARTNERSHIP WITH YOUR PASTOR



- BUILD A RELATIONSHIP OF TRUST.
- MAINTAIN AN ATTITUDE OF CONFIDENTIALITY AND SENSITIVITY.
- ENTER THE RELATIONSHIP KNOWING THAT YOU ARE NOT THE PASTOR'S BOSS. YOU ARE A PARTNER IN MINISTRY AND FRIENDSHIP.
- YOU ARE NOT THE SUPERVISOR OF THE CHURCH'S EMPLOYEES – THE PASTOR IS
- TRY TO SEE YOUR PASTOR AS A REAL, LIVING, BREATHING HUMAN BEING, JUST LIKE YOU!
- SET REGULAR TIMES TO GET TOGETHER WITH THE PASTOR FOR HEARING CONCERNS. CONVERSATION, PRAYER AND TO GO OVER THE AGENDA FOR MEETINGS.

GUIDELINES FOR DEVELOPING A PARTNERSHIP WITH YOUR PASTOR



- WORK TOGETHER TO DECIDE HOW YOU CAN SUPPORT YOUR PASTOR PROFESSIONALLY, PERSONALLY AND SPIRITUALLY
- BE SENSITIVE TO THE PASTOR'S FAMILY AND THEIR NEEDS.
- FROM TIME TO TIME YOU MAY WANT TO CONSIDER SETTING A MEETING WITH YOUR PASTOR TO GET TOGETHER WITH OTHER LEADERS OF THE CHURCH TO FACILITATE DIALOGUE ABOUT THE DIRECTION AND MINISTRY OF THE CHURCH.
- SCHEDULE REGULAR COMMITTEE MEETINGS, AT LEAST QUARTERLY, SO THAT THE COMMITTEE MEMBERS AND PASTOR CAN THOROUGHLY DISCUSS ANY ISSUES THAT ARE IMPORTANT TO THE SUCCESS AND EFFECTIVENESS OF YOUR PASTOR'S MINISTRY.
- BE HONEST WITH YOUR PASTOR. NO FAVORS MADE BY AVOIDING OR BEING LESS THAN HONEST ABOUT DIFFICULT OR SENSITIVE ISSUES RELATED TO THE PASTOR.

GUIDELINES FOR DEVELOPING A PARTNERSHIP WITH YOUR PASTOR



- BE AN ADVOCATE FOR THE PASTOR WITH THE CONGREGATION. LET THEM KNOW THAT YOU ARE PART OF A TEAM DEDICATED TO SUPPORT AND ENSURE THE EFFECTIVENESS OF YOUR PASTOR.
- REMEMBER THAT THE PASTOR IS FIRST AND FOREMOST A SERVANT OF *JESUS CHRIST*, NOT A CHAPLAIN TO THE CONGREGATION.
- HELP THE COMMITTEE AND CONGREGATION TO SEE THAT THE CONGREGATION HAS A RESPONSIBILITY FOR EFFECTIVE MINISTRY. THE RESPONSIBILITY CANNOT BE PLACED SOLELY UPON THE PASTOR.
- INSIST UPON CONFIDENTIALITY FROM THE MEMBERS OF THE COMMITTEE. IF YOU FIND THAT A COMMITTEE MEMBER IS NOT CAPABLE OR IS UNWILLING TO MAINTAIN CONFIDENTIALITY, DO NOT HESITATE TO ASK THEM TO RESIGN THEIR POSITION.



COMMITTEE

DYNAMICS AND NAVIGATION

COMMITTEE NAVIGATION



- MEETING COMMUNICATIONS
 - BE HONEST AND FRANK
 - DO NOT HIDE ISSUES
 - MAKE DECISIONS BY CONSENSUS NOT BY VOTING
 - VOTING = WINNERS AND LOSERS. ALL MUST BUY IN

CONFIDENTIALITIES



- WHAT IS CONFIDENTIAL – LIKE ANY HR SITUATION
 - STAFF SALARIES (APPOINTED CLERGY SALARY IS PUBLIC INFO)
 - PASTOR PERFORMANCE
 - STAFF PERFORMANCE
 - DELIBERATIONS OF THE COMMITTEE
 - DISAGREEMENTS/DIFFERING POINTS OF VIEW
 - TITHING AND GIVING RECORDS (PASTOR/TREASURER/FINANCE CHAIR)
 - COUNSELING RECORDS
 - PERSONAL MEDICAL SITUATIONS

NATURE OF MEETINGS



- SCHEDULED - ANNOUNCED IN ADVANCE
 - DEC/JAN – PASTOR REAPPOINTMENT
 - MID YEAR - STAFF EVALUATIONS
 - MID- SUMMER – BUDGET
 - FALL – PASTOR AND APPOINTED CLERGY EVALUATIONS
- CALLED – THEY WILL OCCUR
 - STAFF DEPARTURES
 - BUDGET ISSUES
 - CONFLICTS

CALENDAR FLOW



FIRST QUARTER:

- LAYOUT COMMITTEE PROCEDURES AND POLICIES
– APPOINT VICE CHAIR AND SECRETARY
- DISCUSS AND FILL OUT PASTOR REAPPOINTMENT FORM (EARLY JANUARY)
- REVIEW JOB DESCRIPTIONS FOR LAY STAFF
- START OTHER PROJECTS AND INITIATIVES
- LOOK AT SPRC GOALS FOR YEAR
- DISCUSS PASTOR SELECTION PROCESS IF PASTORAL CHANGE IS ANTICIPATED.

CALENDAR FLOW



SECOND – THIRD QUARTER:

- PARTICIPATE IN PASTOR CONSULTATION PROCESS AS APPROPRIATE.
- MANAGE PASTOR TRANSITIONAL ISSUES

THIRD QUARTER

- BUDGET WORK: SALARY, ACCOUNTABLE REIMBURSEMENT, CONTINUING EDUCATION, OTHER BUDGET ITEMS THAT RELATE TO “STAFF”
- COMPLETE PROJECT WORK AND INITIATIVES
- SEPTEMBER - DISCUSS OVERALL SALARY BUDGET
- PASTOR/CLERGY EVALUATIONS

CALENDAR FLOW



FOURTH QUARTER

- FINALIZE BUDGET - MAKE PASTORS SALARY RECOMMENDATIONS IN PREPARATION FOR CHARGE CONFERENCE
- LOOK AT GOALS BEING SET FOR NEW YEAR – HOW DO THEY IMPACT STAFF (PRIORITIES, TRAINING, DIVISION OF TASKS)
 - DISCUSS SENIOR PASTOR OBJECTIVES FOR EACH STAFF MEMBER.
 - DISCUSS FEEDBACK FOR SENIOR AND ASSOCIATE PASTORS.

CALENDAR FLOW



FOURTH QUARTER

(CONT'D)

- LOOK AT LONG RANGE PLAN FOR PASTOR'S CONTINUING EDUCATION
- DECEMBER REVIEW PASTOR APPOINTMENT FORMS TO BE COMPLETED IN JANUARY
- TRANSITION NEW SPRC CHAIR (IF APPLICABLE)
- EVALUATE YEAR'S WORK OF SPRC

SPRC PROJECTS



- STAFF CONTINUING ED NEEDS (BUDGETING)
- HR/STAFF ADMINISTRATIVE MANUAL UPDATE
- EMPLOYEE RECORDS MANAGEMENT
- JOB DESCRIPTION UPDATE
- LARGE STAFF \leftrightarrow SPRC MEMBER LIAISON
- REVIEW LIABILITY INSURANCE

CONFLICT



- SOME CONFLICT IS DUE TO PRIDE AND SELFISHNESS (JAMES 4:1-10).
- SOME CONFLICTS COME ABOUT BECAUSE OF OFFENSES THAT HAVE NOT BEEN FORGIVEN (MATTHEW 18:15-35).
- IT IS THE RESPONSIBILITY OF EACH BELIEVER TO SEEK TO RESOLVE A CONFLICT. SOME BASIC STEPS TOWARD RESOLUTION INCLUDE THE FOLLOWING:

CONFLICT



1. DEVELOP THE PROPER HEART ATTITUDE –
MEEK (GALATIANS 6:1); HUMBLE (JAMES 4:10);
FORGIVING (EPHESIANS 4:31,32); PATIENT (JAMES
1:19,20).
2. EVALUATE YOUR PART IN THE CONFLICT –
MATTHEW 7:1-5
(REMOVING THE LOG FROM YOUR OWN EYE FIRST IS
NECESSARY BEFORE HELPING OTHERS).

CONFLICT



3. GO TO THE INDIVIDUAL (NOT TO OTHERS) TO VOICE YOUR CONCERN – MATTHEW 18:15.

– THIS IS BEST DONE IN LOVE (EPHESIANS 4:15)

– NOT TO JUST GET SOMETHING OFF YOUR CHEST. ACCUSING THE PERSON TENDS TO ENCOURAGE A DEFENSIVENESS.

CONFLICT



FACT FIND – GET FACTS AND NOT
CONJECTURE/OPINIONS.

– ADDRESS THE PROBLEM RATHER THAN THE
PERSON. THIS GIVES THE PERSON A BETTER
OPPORTUNITY TO CLARIFY THE SITUATION
OR TO SEEK FORGIVENESS FOR THE
OFFENSE.

CONFLICT



4. IF THE FIRST ATTEMPT DOES NOT ACCOMPLISH THE NEEDED RESULTS, CONTINUE WITH ANOTHER PERSON OR PERSONS THAT CAN HELP WITH MEDIATION (MATT 18:16).

- REMEMBER THAT YOUR GOAL IS NOT TO WIN AN ARGUMENT; IT IS TO WIN YOUR FELLOW BELIEVER(S) TO RECONCILIATION. THEREFORE, CHOOSE PEOPLE WHO CAN HELP YOU RESOLVE THE CONFLICT.

CONFLICT



CONFLICT IS BEST HANDLED WHEN INDIVIDUALS PRAYERFULLY AND HUMBLY FOCUS ON LOVING OTHERS, WITH THE INTENT OF RESTORING RELATIONSHIPS. MOST ISSUES OF CONFLICT SHOULD BE MANAGEABLE IF THE ABOVE BIBLICAL PRINCIPLES ARE FOLLOWED.

CONFLICT



- IT WILL HAPPEN – PASTOR/STAFF MAY BE INVOLVED
- DO NOT IGNORE IT CONFRONT IT!
- CHALLENGE: SEPARATE EMOTION FROM ISSUES
- GRATUITOUS CONFLICT – NOT CHRISTIAN LIKE – DON'T ALLOW IT!
 - BAD MOUTHING THE CHURCH, PASTOR, STAFF, OTHERS
 - BEATING UP THE STAFF
 - PARKING LOT GOSSIP AND FOOLISHNESS
- STATE POSITION AT CHURCH COUNCIL MEETINGS (NOT AT WORSHIP!)
- INTERVENTION MAY BE NECESSARY TO ANGRY CONGREGANTS

CONFLICT



- MATTHEW 18:15 STILL WORKS
 - GO TO YOUR BROTHER IN PRIVATE;
 - IF NOT LISTENING – TAKE ONE OR TWO WITH YOU;
- ASK FOR HELP!
- SEEK CHRISTIAN COUNSELING AS NECESSARY
- DISTRICT SUPERINTENDENT RESOURCES



STANDARDS FOR PASTORAL SUPPORT

NORTH GEORGIA ANNUAL CONFERENCE
GUIDELINES FOR COMPENSATION AND HOUSING
NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014
(PAGES 39-45)



THE COST OF PASTORAL LEADERSHIP

- BASE COMPENSATION

(WHICH INCLUDES CASH COMPENSATION PAYMENTS, PENSION PLAN PAYMENTS,
PAYMENTS TO COVER OR ASSIST PERSONNEL SOCIAL SECURITY TAXES OF THE
PASTOR AND OTHER CASH BENEFITS PAID TO THE PASTOR.)



NORTH GEORGIA ANNUAL CONFERENCE
GUIDELINES FOR COMPENSATION AND HOUSING
NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014 (PAGES 39-45)

- ANNUAL CONFERENCE LIFE AND HEALTH INSURANCE
- ANNUAL CONFERENCE PENSION PLAN
- PROVISION FOR PARSONAGE OR HOUSING ALLOWANCE
- REIMBURSEMENT FOR TRAVEL / BUSINESS EXPENSES AND CONTINUING EDUCATION AND OTHER EXPENSES REQUIRED BY THE ANNUAL CONFERENCE.

NORTH GEORGIA ANNUAL CONFERENCE
GUIDELINES FOR COMPENSATION AND HOUSING
NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014



THE COST OF PASTORAL LEADERSHIP

NOTE: BASE COMPENSATION MAY BE DIVIDED INTO SALARY AND UTILITIES / FURNISHING ALLOWANCE TO MINIMIZE A PASTOR'S TAX LIABILITY. LOCAL CHURCHES SHOULD BE FAMILIAR WITH IRS REQUIREMENTS FOR PASTORS RECEIVING NONTAXABLE REIMBURSEMENT WHEN ESTABLISHING COMPENSATION.

NORTH GEORGIA ANNUAL CONFERENCE GUIDELINES FOR COMPENSATION AND HOUSING NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014



	<u>2014</u>	<u>2015</u>
FULL CONNECTION (ELDER AND DEACON)	\$34,000	\$35,000
ASSOCIATE MEMBER	\$32,200	\$33,200
PROVISIONAL MEMBER	\$32,200	\$33,200
FULL TIME LOCAL PASTOR	\$29,200	\$30,200

*THIS AMOUNT REPRESENTS THE TOTAL OF SECTIONS I AND II OF THE “CLERGY FINANCIAL SUPPORT WORKSHEET” AS FOUND ON THE CONFERENCE WEBSITE UNDER THE OFFICE OF MINISTERIAL SERVICES, CLERGY FORMS.

NORTH GEORGIA ANNUAL CONFERENCE

GUIDELINES FOR COMPENSATION AND HOUSING

NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014



- CHURCHES ARE EXPECTED TO REIMBURSE PASTORS FOR TRAVEL / BUSINESS EXPENSES AND CONTINUING EDUCATION EXPENSES UNDER AN ACCOUNTABLE REIMBURSEMENT PLAN THAT COMPLIES WITH IRS.
- THESE IRS REGULATIONS REQUIRE REIMBURSEMENTS MADE OUTSIDE AN ACCOUNTABLE REIMBURSEMENTS PLAN TO BE REPORTED AS TAXABLE INCOME.
- CONTINUING EDUCATION SHOULD BE AT LEAST \$800 ANNUALLY.

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GUIDELINES FOR COMPENSATION AND HOUSING
NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014



VACATION DAYS

CREDITED YEARS OF SERVICE

VACATION RECOMMENDED

1 TO 5 YEARS

3 WEEKS (INCLUDING 3 SUNDAYS)

6 TO 10 YEARS

4 WEEKS (INCLUDING 4 SUNDAYS)

11+ YEARS

5 WEEKS (INCLUDING 5 SUNDAYS)

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NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014



EACH VACATION WEEK INCLUDES A SUNDAY OFF.

PULPIT SUPPLY COST IS THE RESPONSIBILITY OF THE CHURCH.

DOES NOT INCLUDE TIME OFF FOR CONTINUING EDUCATION.

*VACATION SHALL BE CALCULATED BASED ON THE CONFERENCE YEAR
JULY 1- JUNE 30.

NORTH GEORGIA ANNUAL CONFERENCE GUIDELINES FOR COMPENSATION AND HOUSING NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014



PARSONAGE

- MINIMUM STANDARDS FOR PARSONAGE. (PAGE 41)*
- PASTOR WILL PROVIDE OWN FURNITURE EXCEPT FOR STOVE, REFRIGERATOR, DISHWASHER, WASHER, DRYER, SMOKE ALARMS, MOWER OR LAWN SERVICE AND WINDOW TREATMENTS.
- PASTOR IS ENCOURAGED TO PURCHASE RENTERS INSURANCE.

* IT IS EXPECTED THAT MEASURES WILL BE TAKEN BY THE LOCAL CHURCH TO BRING THEIR PARSONAGES(S) WITHIN REQUIREMENTS BY 2016

NORTH GEORGIA ANNUAL CONFERENCE GUIDELINES FOR COMPENSATION AND HOUSING NORTH GEORGIA ANNUAL CONFERENCE JOURNAL 2014



MINIMUM CASH COMPENSATION FOR 2015

HOUSING ALLOWANCE

- THE MINIMUM HOUSING ALLOWANCE FOR 2015 IS \$17,600.
- ANNUAL INSPECTION OF PARSONAGE AND INSPECTION AT TIME OF APPOINTMENT CHANGE. NOTE THAT ALL PARSONAGES MUST BE AT CODE COMPLIANCE BY 2016.
- PASTOR WILL PAY FOR OBVIOUS ABUSE, REPLACEMENT AND REPAIR.

MOVING DAY EXPENSES

CHURCHES ARE ENCOURAGED TO PAY MOVING EXPENSES FOR NEWLY ASSIGNED CLERGY MOVING WITHIN THE BOUNDS OF THE CONFERENCE.



ANNUAL MINISTRY REVIEW

ANNUAL MINISTRY REVIEW



THE PASTOR AND PPRC WILL FILL OUT THEIR FORMS IN SEPTEMBER OR OCTOBER DEPENDING ON THE PASTOR'S SCHEDULED CONSULTATION MEETING WITH THE DISTRICT SUPERINTENDENT.

STAFF EVALUATIONS



- EVALUATE STAFF AT A *MINIMUM* ANNUALLY
 - SHORTER IF NEW EMPLOYEE
 - SHORTER IF EMPLOYEE IS ON PROBATION, HAS ISSUES OR REQUIRES MORE FREQUENT LOOKS
- AN EVALUATION ACCOMPLISHES:
 - AN EVALUATION OF STAFF PERFORMANCE
 - STAFF MEMBER'S EVALUATION OF OWN PERFORMANCE
 - AN ASSESSMENT OF THE ACCURACY OF THE JOB DESCRIPTION
 - FIX THE JOB DESCRIPTION IF NOT ACCURATE – DURING THE EVALUATION

STAFF EVALUATIONS



- FEEDBACK FROM STAFF TO PASTOR AND SPRC OF EXPERIENCE – A TWO WAY CONVERSATION
- AN IDENTIFICATION OF DEVELOPMENT/IMPROVEMENT ITEMS
- IDENTIFIES OBSTACLES IN THE WAY OF GOOD PERFORMANCE DOCUMENT THE EVALUATION
- DO IN PARTNERSHIP WITH PASTOR. STAFF DOES *NOT* WORK FOR SPRC!



CONSULTATIONS AND PASTORAL APPOINTMENTS

CONSULTATIONS AND PASTORAL APPOINTMENTS



A. BISHOP WATSON'S VIDEO

- CONSULTATION IS THE PROCESS WHEREBY THE BISHOP AND/OR DISTRICT SUPERINTENDENT CONFER WITH THE PASTOR AND COMMITTEE ON PASTOR PARISH RELATIONS, TAKING INTO CONSIDERATION CERTAIN CRITERIA, A PERFORMANCE EVALUATION, NEEDS OF THE APPOINTMENT UNDER CONSIDERATION, AND MISSION OF THE CHURCH.
- CONSULTATION IS NOT MERELY NOTIFICATION. CONSULTATION IS NOT THE PPR COMMITTEE ACTING AS A PULPIT COMMITTEE TO SELECT OR CALL A PASTOR. THE ROLE OF THE COMMITTEE IS ADVISORY.
- *CRITERIA* - APPOINTMENTS SHALL TAKE INTO ACCOUNT THE UNIQUE NEEDS OF A CHARGE, THE COMMUNITY CONTEXT, AND ALSO THE GIFTS AND EVIDENCE OF GOD'S GRACE OF A PARTICULAR PASTOR.

CONSULTATIONS AND PASTORAL APPOINTMENTS



B. CONSULTATION AND APPOINTMENT MAKING (2012 B.O.D. ¶425-428)

- *CONGREGATIONS* – THE DISTRICT SUPERINTENDENT SHALL DEVELOP WITH THE PASTOR AND THE COMMITTEES ON PASTOR-PARISH RELATIONS OF ALL CHURCHES PROFILES THAT REFLECT THE NEEDS, CHARACTERISTICS, AND OPPORTUNITIES FOR MISSION OF THE CHARGE CONSISTENT WITH THE CHURCH’S STATEMENT OF PURPOSE. THE PROFILES SHALL BE REVIEWED ANNUALLY AND UPDATED WHEN APPROPRIATE TO INCLUDE:
 - a) THE GENERAL SITUATION IN WHICH A CONGREGATION FINDS ITSELF IN A PARTICULAR SETTING: SIZE, FINANCIAL CONDITION, QUALITY OF LAY LEADERSHIP; SPECIAL NEEDS FOR PASTORAL MINISTRY, AND HISTORY.

CONSULTATIONS AND PASTORAL APPOINTMENTS



C. CONGREGATIONS (CONTINUED)

- b) THE CONVICTIONAL STANCE OF THE CONGREGATION: THEOLOGY; PREJUDICES, IF ANY; SPIRITUAL LIFE.
- c) THE MINISTRY OF THE CONGREGATION AMONG ITS PEOPLE FOR THE SAKE OF THE COMMUNITY: SERVICE PROGRAMS, BASIS FOR ADDING NEW MEMBERS, REASONS FOR LOSING MEMBERS, MISSION TO COMMUNITY AND WORLD, FORMS OF WITNESS.
- d) THE QUALITIES AND FUNCTIONS OF PASTORAL MINISTRY NEEDED TO FULFILL THE MISSION, GOALS, AND SPECIAL NEEDS OF THE CONGREGATION.

CONSULTATIONS AND PASTORAL APPOINTMENTS



D. IF YOUR PASTOR IS MOVING?

- CHECK LIST FOR MOVING PASTORS.
- CHECK LIST FOR WELCOMING NEW PASTOR.
- PARSONAGE INSPECTION MOVING OUT REPORT.



CANDIDATES FOR MINISTRY

CANDIDATES FOR MINISTRY



- A JOY – NOT A BURDEN
- PROCESS OUTLINED IN GBHEM
- ONCE CANDIDATE COMPLETES GBHEM REQUIREMENTS
- NEW PROCESS- GROUP MENTORSHIP
 - GOES BEFORE SPRC
 - GOES TO CHARGE CONFERENCE WHERE CHARGE CONFERENCE APPROVES WITH *2/3RDS WRITTEN BALLOT*
 - CANDIDATE THEN GOES BEFORE DCOM TO BE CONSIDERED FOR APPROVAL AS A CERTIFIED CANDIDATE

Questions and Answers

