

[CHURCH NAME]

Ministry/Program Coordination Policy (Sample)

MINISTRY/PROGRAM COORDINATION

In order for the Pastor to provide effective leadership of the ministry/program areas it is critical that there be an established method or practice for coordinating ministry/program teams. The following are two possible approaches to that coordination.

(Most appropriate for churches with less than 50 in attendance.)

A Leadership Team made up a few primary ministry leaders will meet with the Pastor monthly to coordinate and support the ministry/program efforts of the church. Generally, the Leadership Team is made up of 4 or 5 key leaders, appointed by the Pastor, who help in the actual coordination of overall ministry, i.e., worship, congregational care, hospitality, etc. The monthly team meeting is for the purpose of visioning, coordination, training and support.

(If or when a ministry area becomes team led, the Ministry Team Leader would assume a position on the Leadership Team.)

- Ministry Leaders will be asked to sign the Leadership Covenant.
- Ministry Leaders are expected to develop a fully functioning team or teams in their area.
- Ministry Leaders who do not fulfill the Leadership Covenant may be asked to step down and a new Team Leader may be appointed.

(Most appropriate for churches with over 50 in attendance.)

A Council of Ministry (COM) made up of key ministry/program leaders who oversee one team or specific area of ministry, i.e., Worship, Congregational Care, Hospitality, Education, Children's and Youth Programming, Justice, Administration, Marketing, etc.

The Council will meet monthly for the purpose of visioning, coordination, scheduling, training and support. The Council of Ministry will be chaired by the Senior Pastor or the Pastor's designee.

- Team Leaders are asked to serve for one year and may be reappointed.
- Team Leaders will be asked to sign the Leadership Covenant.
- Team Leaders are expected to develop a fully functioning team or teams in their areas.
- Team Leaders who do not fulfill the Leadership Covenant may be asked to step down and a new Team Leader may be appointed.

Typically, committees that report directly to the Board of Directors are not specifically represented on the COM. Committees that report to the Board might include: Finance Committee, Strategic Planning Committee, Facilities Committee, Risk Management Committee and the Pastoral Search Committee. For more information, visit the [Church Name] website, Resources, refer to the Board of Director Training Manual, [page numbers].

Signatures

Senior Pastor

Secretary

Revised: _____