

Gilmore Park United Church

POLICY 200M – MINISTRY GROUP

Date: AUGUST, 2005. Modified March, 2006

A. Ministry

The Mission and Ministry of Gilmore Park United Church is defined in Council's Policy 100 is as follows. Bold print indicates the sections of the Policy which are applicable to the Ministry Group ("MG").

Global Ministry Policy (Our Mission)

Gilmore Park United Church exists so that:

- **People at every stage of their lives will experience the transforming love of God as revealed in Jesus Christ and will commit to a life of discipleship**
1. "A Life of Discipleship" means:
 - a. **Daily prayer**
 - i. **Committed to listening to God, and to discerning God's direction for us as a people**
 - b. **Study of Scripture**
 - c. **Weekly worship**
 - i. **Worship will be culturally relevant, innovative and meaningful while honoring the traditions of the United Church of Canada.**
 - ii. **Living out the sabbath will be encouraged.**
 - d. **Proportional Giving**
 - e. **Service**
 - i. **Committed to serving others (the hungry, sick, homeless, victimized, marginalized)**
 - ii. **Committed to working for social justice**
 - iii. **Committed to world peace**
 - f. **Spiritual Friendships**
 - i. **Growing in our faith**
 - ii. **Communicating who we are, as a United Church, to others**
 2. **The CONGREGATION will be an intentional community centred in God's mission that models the kingdom of God.**
 - a. **A diversity of ages, races, sexual orientations, economic conditions, abilities and theological perspectives will be embraced, respected and celebrated**
 - b. **People's gifts will be discerned, affirmed, encouraged and equipped for a variety of ministries.**
 - c. **People will experience tangible loving care, acceptance and help with living.**
 - d. **The truth will be told in love**

Theological Premise

All ministry begins and is sustained by God in Christ Jesus, who calls us together as his living body, the church, to do ministry in Christ's name and to share the Gospel (Good News) of new life in Christ with the world.

The Gospel is shared both in word (worship/preaching/teaching, sharing faith with others) and in action (working for peace and justice, acts of charity for the poor and helpless)

God-in-Christ equips the church with every necessary gift for this ministry, through the presence and action of the Holy Spirit in their lives and in the life of the church as a whole.

Specific Ministry to be Achieved by the Ministry Group

The purpose of the Ministry Group is to share creative ideas about the *means* in which the congregation's mission/ministry is lived out, and to oversee the implementation of these means. This includes, but is not limited to:

- creating, implementing and overseeing programs, events, or educational courses for adults, children and youth in the areas of:
 - outreach (charity, social justice)
 - congregational life (social or "fun")
 - discipleship: faith formation, Christian education and spiritual growth. (as per the Manual Section 242).

- Deciding what new ministry initiatives are in compliance with Council policies, and should therefore go forward. (New ministry projects/ideas that are eligible for funding through the New Ministry Initiatives Fund must be discerned, decided through a proper motion passed, and reported to the Finance Team in writing.)

B. Linkage to MINISTER and COUNCIL

The Ministry Group is directly accountable to the MINISTER for achieving the provisions of this document's "Ministry" policies (as in "A", above). The MG is also accountable to the MINISTER for adhering to provisions of the Executive Limitations policies, (as in "C", below).

- The MG will be directed by the MINISTER *only* through written policies which describe the Ministry to be achieved and the Executive Limitations to actions.
- As long as the MG uses *any reasonable interpretation* of Ministry and Executive Limitations policies, the MG is automatically authorized to establish all further policies, make all decisions, take all actions, establish all practices, appoint all committees or subcommittees, and develop all activities.
- The MINISTER may change his or her Ministry and Executive Limitations policies, thereby shifting the boundary between MG and MINISTER domains.
- The Ministry Group may appeal any decision of the MINISTER to the COUNCIL (in writing, or in person to the whole Council).
- The MINISTER is accountable to the COUNCIL, and must consult with the FINANCE TEAM on all matters pertaining to financial management and budgeting.
- Lines of accountability and authority are outlined in the attached organizational chart.

C. Executive Limitations

1. The MG shall not cause or allow any practice, activity, decision or organizational circumstance which is either unlawful, imprudent, contrary to the requirements of the Manual of the United Church of Canada, or in violation of commonly accepted business and professional ethics.
 - a. Dealings with the BENEFICIARIES of the church's ministries will not be inhumane, unfair, or disrespectful.
 - b. The MG will not exceed the congregation's annual budget allotted in any one area of work without consulting with the MINISTER.
2. With respect to the BENEFICIARIES of the church's ministries, the MG shall not allow any conditions, procedures or decisions that are:
 - unsafe
 - disrespectful
 - unnecessarily intrusive
 - inhospitable
 - or fail to provide appropriate confidentiality or privacy
3. The MG shall not fail to inform the MINISTER in a timely manner if they are at anytime non-compliant with the aforementioned policies.
4. The MG will not entertain discussion of matters not pertaining to the work of the MG at its meetings.
5. The MG will not fail to make its decisions in a collegial, collaborative manner, upholding and respecting the gifts of each member of the Group, and those of the paid staff and Ministry Personnel. The MG will uphold the principle of "teamwork".
 - a. the Chair may, from time to time, be required to make minor decisions without consulting the rest of the group.
 - such decisions would only be made if time is of the essence.

Relationships

The work of the MG is broad-based. Its main focus is the discernment of God's calling and direction in the form of creative ideas. To implement these ideas will be a complex undertaking, involving other groups, teams, staff, ministry personnel and volunteers. It is imperative, therefore, that the MG work in a consultative and collegial manner with all of these people.

Exactly who should be consulted will be considered on a case-by-case basis. A simple rule of thumb will be "*when in doubt, ask the MINISTER*".

The MINISTER is not required to take instruction from the MG.

Paid staff and Ministry Personnel are ultimately accountable only to the M&P committee for their work.

Any conflicts or grievances arising will be dealt with following the congregation's Conflict Resolution Policy procedures.

D. Reporting

- a. The MG will submit monthly minutes to the MINISTER for inclusion in COUNCIL reporting.
- b. The MG will submit a report to the quarterly newsletter and the Annual Report of the congregation outlining its various activities and decisions.

E. Membership

- a. Voting privileges will be given to new MG members after they have attended two consecutive meetings.
- b. Members are required to complete a Spiritual Gifts Inventory, and go through a Gifts Discernment process with the MINISTER and their peers. Once the person is satisfied that sitting on the MG is the best use of their gifts, then they are free to do so.
- c. The MG will be a gathering of people with a variety of gifts. The MG is therefore open to everyone regardless of gifts.
- d. The MINISTER is a member of the MG, as per the Manual, Section 122.

F. Other

- a. The Ministry Group will read and consider all concern sheets submitted through the “suggestion box”, and deal with them as appropriate, or direct them to the proper Group, Team, Committee or the Council.
- b. The manner in which all correspondence is dealt with, including the concerns sheets, will be noted in the minutes
- c. Minutes, once approved by the MG, will be made available in the narthex for the congregation.