

# PASTORAL

# SEARCH MANUAL



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## PART 1



**WHO ARE WE? EXERCISES FOR  
HELPING CLARIFY A CHURCH  
PROFILE**

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# **CCVT PLACEMENT TASKFORCE PASTORAL CALL PROCESS**

## **WHEN A MINISTER LEAVES**

As soon as the Minister announces his or her intention to leave the leadership of the church should be in contact with the staff at Mission and Ministry who will arrange a time to meet with them to explain how Churches of Christ Vic/Tas (CCVT) can assist in the transition process.

The Communities Team will also advise the Placement Taskforce of the vacancy.

### **PLACEMENT TASKFORCE**

The Placement Taskforce (P.T.) was established by the Churches of Christ to help facilitate Ministry transitions. They do this by assisting churches with appointment of a Facilitator and/or Interim Minister if the church requires it.

The P.T. communicates with the church through the Facilitator. The P.T. is here to "advise" churches not direct them.

### **FACILITATOR**

The Facilitator is appointed by the church to:

- liaise with Placement Taskforce,
- liaise with possible candidates,
- chair Ministry Search Team meetings,
- Chair church meetings which relate to the call of the Minister.

A Facilitator is normally a person with a thorough knowledge of churches and ministers who will act as a resource person for the church.

### **MINISTRY SEARCH TEAM**

The Ministry Search Team (MST) is appointed by the church to find the new Minister. It will contain representatives of the leadership and the membership of the church.

Their task is to:

- document the needs and vision of the church;
- determine the gifts and qualities to be sought in a minister and bring them to the church;
- conduct interviews;
- make recommendations to the church.

### **INTERIM MINISTER**

The Interim Minister is appointed by the church to meet Pastoral needs of the congregation while the Pastoral search is in progress.

He or she is normally an experienced Minister with skills and experience to help the church through its period of transition.

The Interim Minister is appointed for a fixed period, which may be renewed as needs of church become clearer.

The Interim Minister will not normally be a candidate for the Pastoral position.

## **THE PROCESS**

1. Church contacts Communities Team.
2. Communities Team contacts Placement Taskforce.
3. Appointment of Facilitator.
4. Appointment of Ministry Search Team.
5. Appointment of Interim Minister.
6. MST prepares church profile and Pastoral profile.
7. Church ratifies profiles.
8. Search begins.
9. Recommendation to church.
10. Minister appointed.
11. Minister inducted.

# INTRODUCTION

You have been asked by your church to serve on a Ministry Search Team (MST). The committee's goal is to present a Ministerial candidate to the congregation. In order to achieve this objective, it is important that each member of the MST becomes well informed regarding your church's past and present life and ministry, and its hopes for the future. The material in this handbook has been prepared to aid you in this vital process.

Leadership change is an important turning point for your church. The time of transition may feel to you and many in your church fellowship, like a "wilderness experience". Old and familiar patterns have changed or have been left behind and new ones have yet to be found. Questions arise and answers are sought. For most churches it is a time to let go and discover new beginnings, for others it is a time to grieve and to heal.

The following materials will lead you through a process by which you will discover who you are as a church, tell your story, share your beliefs, describe your present ministry, and define your vision of ministry for the days ahead. The responses to the assignments in this manual will also be valuable to the committee when you finally come to prepare a "Church and Community Profile" and a "Minister Profile".

Don't rush, participate fully and seek God's help continually. Encourage your church members to pray for you regularly, that God in His good time will clearly reveal the name of your new Minister to you and to your church.

Remember, your completed responses need to reflect your church as clearly as possible. Your task is to give an accurate and honest picture. Finally, the vision for ministry that will be portrayed as you work through this handbook is God's revelation to **you**. May God bless you in this endeavour.

It is recommended that this handbook be shared with the church prior to a meeting with your Facilitator. The Churches of Christ (Vic-Tas) Placement Taskforce will send you the name of a person it recommends to serve your church as Facilitator following its first meeting after receipt of the news that your church is seeking a new Minister. The appointment of the Facilitator for your church, however, is a matter for the church and should be made by the appropriate Governance Board or Council.

# INSTRUCTIONS

The instructions for how to use the "Church Reflection" material are organised according to steps. The time required for each step may vary. One step may take a whole meeting to complete, or it may be possible to accomplish several steps in only one meeting. Go through the material at your own pace so that you can have the kind of information you need to find a new minister.

The forms 1-8, can be filled out in several ways. Many of them can be given to one member of the Ministry Search Team as an assignment to be worked on between meetings. One of the forms can be used to survey the members of the congregation or other groupings. Some of the forms are to be filled out by individual committee members, followed by reaching a consensus of the group or creating a summary.

It is important that the Facilitator be present at all MST meetings unless otherwise agreed to by both the Facilitator and the committee.

## STEP 1

As a committee you will be spending many hours together working on various tasks. Take time at the beginning of your working together to talk about how you want to operate as a group. It will make your work easier and more rewarding.

1. Where is the most convenient place for your meetings? (church or homes)
2. What are your rules regarding:
  - punctuality (starting and finishing times of your meetings);
  - confidentiality;
  - who will liaise with the Facilitator between meetings, etc.?
3. Agree to always have personal assignments completed on time.
4. How will you keep the church members and church leadership informed of your progress and who will be the spokesperson on behalf of the committee?

Become acquainted with the material in this handbook and in the other P.T. publication, *"Guiding a Church through Transition - A Handbook"*. Make sure you appreciate how each of the eight forms in this handbook contributes to the whole. Your Facilitator will be able to assist you.

## WHO WE ARE

Having a clear picture of your church will assist you in finding a Minister who can lead you in the years ahead. Who you are as a church must be communicated to potential Ministers so that whomever you interview will have a way of considering your characteristics, stories, beliefs, strengths, vision and expectations of each other. This section, when completed, will contain pertinent information for the writing of your Church and Community Profile.

Assign one MST member responsibility for the completion of this form. Others can be asked to help gather data. Use resources such as Annual Reports, membership roles, etc. Some of the information need only be an approximate number.

## **OUR STORY**

The story of your church is important. It is a story of faith, struggles and relationships. Your story will help you and others see your past, understand your present situation and anticipate your future vision for ministry.

Ask one MST member to be responsible for the completion of this form. If you have a church historian or a church history, consult them. Talk to old-timers in the church. Many can be called upon to help fill out this section.

## **THE CHURCH'S MINISTRIES – PAST, PRESENT, FUTURE**

It is important to have a clear picture of the church's ministries as a prospective Minister will want to know the nature of those ministries.

## **WHAT WE BELIEVE**

Knowing what you believe is important for dialogue with a potential Minister because all churches and Ministers do not share exactly the same beliefs. Here is an opportunity to discover what your church believes.

You may use interviews with a wide age span of the congregation, including children, to gather what members believe. You might ask some of the Sunday School classes, small groups or other ongoing groups to spend a session or more giving their ideas about the categories.

After you have gathered the data, the task of the committee is to describe the beliefs it feels are important in shaping the life and mission of the church.

You will need to decide what questions you will want to ask the potential candidate when dialoguing regarding the deepest values and convictions of Minister and people.

## **SALARY, BENEFITS AND MINISTRY RELATED EXPENSE REIMBURSEMENT**

Compensation for Ministers is determined by cash salary and housing plus benefits. These are the tangible expressions of compensation. In addition, the Minister receives reimbursement for ministry related expenses. The ministry related expenses are really not a Minister's compensation but undergird the expenses of the Minister in the course of the church's ministry. Days off, vacation, continuing education, retreats are avenues of renewal from which the church benefits as well as the Minister.

Your Church Secretary should have a copy of the current 'Terms and Conditions' for Ministers summary. This can be found on the Churches of Christ website. It is usual for the MST to request the Church Leadership (i.e. Board or Elderships) to supply the information required in this section. The Leadership may decide that it is necessary for the church members to approve these details.

## **OUR CHURCH LIFE**

This section will aid you in describing various aspects of your church's life, from the worship, decision making styles, to the gifts (skills and talents) people have which will assist the church in realising its vision for ministry.

Each MST member is asked to fill out this form (photocopies or electronic soft copies will be required). Members are to come to the meeting at which this section will be discussed with the form completed. Each part of the form needs to be discussed, and a summary of the responses noted on a summary sheet. If there are strong disagreements, they should be discussed and consensus reached. Much of this information you will want to share with possible candidates in your church profile. A copy of the form can be included in your profile or a narrative could be written of each part.

## **PASTORAL PRIORITIES**

Now that you have a general overview of your church community and your church's ministries, both past and present, it is time to determine the gifts (skills, talents and expertise) your church desires in your new Minister. To help you with this, two questionnaires are included.

You will notice that the two questionnaires have different objectives. One seeks to determine, "*what the church wants to do*", whilst the other seeks to discover, "*the specific leadership gifts, skills, etc. we desire in our new Minister*". The MST will need to choose the questionnaire that best suits the church's needs. It may be appropriate for the MST to rewrite, delete or add other areas it chooses to the questionnaire. The MST may decide to complete this exercise only by having each member complete the questionnaire individually.

The Placement Taskforce, however, recommends that opportunity be given for each member of the church to have input into the writing of the MINISTER PROFILE and therefore suggests that the questionnaire be used for this purpose.

A proven procedure for doing this is detailed on page 22.

## **VISION FOR MINISTRY**

This section is an assignment prepared for each team member to complete after studying and discussing the Pastoral Priorities determined in Form 7. Some churches have, however, requested their church members to provide individual responses to this sheet at the same time as they complete Form 7.

Some MST's have found it helpful to use a Search Team Assignment Log similar to the one below.

## SEARCH TEAM ASSIGNMENT LOG

Form	Assigned to	Deadline	Completed by
1			
2			
3			
4			
5			
6			
7			
8			

### STEP 2

Receive the reports on forms 1 to 6, discuss it as a team and prepare summary sheets. Much of this information can be used in writing the "Church and Community Profile" to be sent to the Placement Taskforce and to persons to be interviewed.

### STEP 3

Make arrangements for the organisation of the Church Conference. Whilst waiting for the responses from the Church Conference, have each MST member complete form 8 – Vision for Ministry.

### STEP 4

Receive each MST member's response to form 8 – Vision for Ministry. Determine how you will collate the group responses from the Church Conference for form 7.

### STEP 5

Receive the collated responses to form 7 from the Church Conference and come to an agreement as to the church members' eight priorities. Correlate the church members' responses with the agreed statements you have made regarding your Vision for Ministry.

### STEP 6

Using all the information gathered, prepare your:

- "Church and Community Profile"

Placement Taskforce has prepared a questionnaire for this purpose.

(Additional community information can also be obtained from sources such as the Government Census or your Local Council.)

- “Minister Profile”

Sample Minister Profiles are included as Appendix 2. It is important that your Minister Profile reflects the collective responses from the Church Conference. Depending upon your church’s normal practice, it may be advisable to have the Minister Profile approved by the church members or at least by the Leadership (Diaconate) before you proceed to the next step.

## **STEP 7**

Make arrangements through your Facilitator to have copies of your Church and Community Profile and your Minister Profile sent to Placement Taskforce, requesting, at the same time, a meeting with representatives of the P.T. for the purpose of receiving names of possible Ministers.

# FORM 1 - WHO WE ARE

Brief description of your church & surrounding community information (i.e. km's from Melbourne)

Indicate which of the following best describe/s your community:

A		Agricultural
B		Rural
C		Small town (less than 5,000)
D		Small city (5,000 to 25,000 population)
E		Centre city (in a city of more than 25,000 population)
F		Stable residential urban neighbourhood
G		Racially or economically transitional urban neighbourhood
H		Rapidly growing community
I		Suburb
J		Other

For each of the following categories, indicate the approximate number of persons who live the stated distance from the church:

A		Within 1 km
B		Within 1-2 km
C		Within 2-5 km
D		Beyond 5 km

Indicate which description/s best fit your church:

A	New Church	May have begun as an outreach of an already established church (if so, which church) or begun through the location of like-minded persons to fulfil a vision for ministry.  Less than 2 years as a church Between 2-5 years as a church Between 5-10 years as a church
B	Old Established Church	Have a long history of ministry and may have helped to establish other churches.
C	Restarted Church	May have a long history and lived through significant community change and emerged with a new vision for ministry.
D	Small Town Church	Serves a town of a few hundred to less than ten thousand or more residents.
E	Other	

For the following CCVT events indicate the approximate number of persons who participate from your church:

A	The CCVT Annual General Meeting
B	Committees, Boards or Taskforces of CCVT Inc.
C	Training events sponsored by CCVT
D	Camping/CCVT programs
E	Other

List any co-operative programs your church has with other churches (neighbouring Churches of Christ churches or local churches of other denominations).

Indicate the approximate number of persons in each category in the church.

	Age Category	Male	Female	Total
A.	0-5 (Preschool)			
B.	6-12 (Primary School)			
C.	13-18 (Secondary School)			
D.	19-25			
E.	26-40			
F.	41-50			
G.	51-60			
H.	61-70			
I.	71-80			
J.	81-			
	Column Totals			

Indicate the approximate number of persons born in

A	Anglo origin
B	Asian origin
C	African origin
D	Other

Indicate the approximate number of households in each category

A	Single parent with 1 or more children at home
B	Married with no children at home
C	Married with 1 or more children at home
D	Separated/divorced with no children at home
E	Single adult living with parent/s
F	Single adult not living with parent/s
G	Widowed living alone
H	Widowed with 1 or more children at home
I	Living in an Aged Care Community

J		Other
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Indicate the approximate number of persons who are:

A		Employed full time
B		Employed part time
C		Homemaker full time
D		Retired
E		Student
F		Unemployed
G		Engaged in shift work at weekends

Employment of Congregation

A		Unemployed
B		Technical/Trades
C		Professional
D		Other

Do the statistics in your answers to questions 7-10 reflect the demographics of your local community? (The recent government census may assist you in answering this question.) If no, indicate where differences occur:

Why do you think there are differences?

Indicate which of the following describe/s your leadership structure:

A		A leadership group or Board with sub-committees or task groups;
B		A Church Council;
C		An Eldership Board as well as a Deacons Board;
D		Other

If you have Associate Ministers, please provide the following information:

Name	Areas of Responsibility	Hours per week

How often do you have Church Members Meetings?

Indicate the churches' current financial status:

A	Current weekly budget of the church is:	\$
B	Average total weekly offering over the past quarter:	\$
C	Current annual missionary giving:	\$
D	Current property (or other) debt:	\$
E	Annual cost of servicing the debt:	\$
G	Funds the church have invested (indicate type):	\$

## **FORM 2 – OUR STORY**

The story of your church is important. It is a story of faith, struggles and relationships. Your stories will help you and other leaders see your past, understand your present situation and anticipate your future vision for ministry.

Instructions: Ask one team member to be responsible for the completion of this form. If you have a church historian or a church history, consult them. Talk to old-timers in the church. Many persons can be asked to help provide information to fill out this section.

The year the church was established:

What was the initial membership?

What led the people to establish your church?

Who are the people (laity and Ministers) who stand out in the story of your church? What contributions have they made?

How long have the present Ministers and/or staff worked with your church? What effect has this had on your church's life?

The church has been served over the past 25 years by the following Ministers:

What do you consider was the highlights of each Minister's ministries?

As a CCVT congregation, how do you communicate your heritage and involve others in it?

There are significant turning points in the life of every church. Please identify your turning points with a statement of their significance and an approximate date. Some examples follow:

Building burned	Natural disaster in community
Building program	Minister anniversary/ordination
Changes in the community	Persons entering the ministry/missionary service
Church Anniversary	Relocation of facilities
Church split/s	Staff development
Acceptance into CCVT	Start a new church
Growth explosion	Others, please list
Mission projects	Clearing of mortgage

Turning points lead to celebrations. What special events does your church celebrate?

## **FORM 3 –**

### **THE CHURCH'S MINISTRIES: PAST, PRESENT, FUTURE**

What recent church ministries which were part of your church programs, are no longer offered?

Why did they cease?

What are the present ministries of this church as you perceive and/or experience them?

What are some of the individual gifts evident in your church community that are not being used?

What new opportunities of ministry do you see for this church?

What are potential areas of growth for this church?

## FORM 4 – WHAT WE BELIEVE

It is important for the search team to prepare for a productive dialogue with potential ministers regarding their Christian faith and experience, convictions about the church and its ministry, and other topics of mutual concern to both the team and the ministers.

Because Churches of Christ is not a "creedal" tribe, there is no agreed upon summary of doctrines and practices that govern our lives together. None the less, each congregation and each potential minister hold to such convictions which need to be explored to determine the compatibility between the two possible partners.

Given the importance of discussing issues of belief and practice with a prospective Minister, what convictions are held by the members of your church on the following?

God
Jesus Christ
Holy Spirit
The Bible and its use
Baptism
The basis for welcoming people into the church membership

Lord's Supper

The human condition

The purpose, place and mission of the church in today's society

The role of the laity

The role of the minister

Your commitment to support of the Churches of Christ movement in Victoria and Tasmania

Your relationship to the ecumenical witness

The place and importance of prayer

## FORM 5 - RECOMMENDED MINIMUM SALARY PACKAGE FOR MINISTERS

Refer to the current pages of CCVT “*Guidelines for Churches and Ministers Salaries, Conditions and Statements of Understanding*”. It is important that the church leadership provide this information to the MST.

After studying the recommendations of CCVT, and the details provided by the Church Leadership, the MST should become familiar with the salary package being offered.

Is the church offering the new Minister:

A.	CCVT recommendations as printed?
B.	A percentage above CCVT recommended salary? If so, what percentage?
C.	A package specially tailored for the position?

What provision will be offered regarding:

A.	Accommodation for the Minister’s family?
B.	Leave arrangements? Minister’s day off each week, annual leave, time off for study and attending seminars, public holidays, etc.?
C.	Review of the church’s ministry?
D.	Benefits or reimbursement of Pastoral expenses?
E.	Other?

## FORM 6 – OUR CHURCH LIFE

It is necessary that every team member is aware of the present life and ministry of the church. Not only will this help in preparing the PROFILE documents, but it will also be of real value when interviewing a prospective Minister.

### PARTICIPATION IN WORSHIP –

Circle yes or no to help describe your experience.

A	A worship committee meets	yes no
B	Children participate	yes no
D	Lay leaders participate	yes no
C	Lay leaders pray	yes no
D	Lay leaders preach	yes no
E	Lead Communion	yes no
F	People greet each other as part of worship	yes no
G	Prayer concerns come from the people	yes no
H	Responsive readings/litanies are used	yes no
I	Unison prayers are used	yes no
J	Testimonies are part of worship	yes no
K	Worship leaders pray together prior to the service	yes no
L	Other	yes no
M	Are all these ministries in worship open to both men and women?  Which are not?	yes no

### MUSIC -

What style of worship is usually used in your church?
What musical instruments do you typically use?
When you sing together do you use: <ul style="list-style-type: none"> <li>▪ Traditional hymns</li> </ul>

- Contemporary hymns
- A mixture?

### MINISTER –

We like the minister to:

A	Be the only worship leader	yes no
B	Conduct communion monthly	yes no
C	Invite persons to make public decisions for Christ	yes no
D	Use sermons for Bible teaching	yes no
E	Preach evangelistic sermons	yes no
F	Preach sermons on themes of ordinary life	yes no
G	Work with others in preparing and leading worship	yes no
H	Preach every Sunday	yes no

### SPECIAL NEEDS -

Does your church provide any special needs material or equipment? (i.e. wheelchair access, cry room, hearing receivers for hearing impaired etc.)

### CHRISTIAN EDUCATION

Scale:

C = CHILDREN up to Grade 6 at Primary School

Y = YOUTH years 7 to 12 at Secondary School

A = ADULTS

We offer Christian Education programs that are C Y A

A	Part of a camping program	( ) ( ) ( )
B	Biblically centred	( ) ( ) ( )
C	Co-ordinated with denominational efforts	( ) ( ) ( )
D	Co-ordinated with other religious organisations	( ) ( ) ( )
E	Co-ordinated with the Mission and Purpose of our church	( ) ( ) ( )
F	Evangelistically based (Christianity Explained [ ], Alpha [ ], Other [ ])	( ) ( ) ( )
G	Designed for people with special needs	( ) ( ) ( )

	Coping with loss Learning difficulties Physical disabilities Single parents Other	
H	Designed for spiritual growth (discipleship classes)	( ) ( ) ( )
I	Designed to follow the church year	( ) ( ) ( )
J	Offered during worship [ ] After school mid-week [ ]	( ) ( ) ( )
K	Offered mid-week during school holidays	( ) ( ) ( )
L	Offered in intergenerational groups	( ) ( ) ( )
M	Social justice centred	( ) ( ) ( )
N	Intended for teacher training	( ) ( ) ( )
O	Other	( ) ( ) ( )
P	Other	( ) ( ) ( )

## RECREATION AND FELLOWSHIP ACTIVITIES C Y A

A	Camps	( ) ( ) ( )
B	Craft groups	( ) ( ) ( )
C	Basketball teams	( ) ( ) ( )
D	Cricket teams	( ) ( ) ( )
E	Football teams	( ) ( ) ( )
F	Netball teams	( ) ( ) ( )
G	Water aerobics group	( ) ( ) ( )
H	Picnics	( ) ( ) ( )
I	Ladies group	( ) ( ) ( )
J	Men's group	( ) ( ) ( )
K	Children's club(s)	( ) ( ) ( )
L	Youth group(s)	( ) ( ) ( )
M	Other	( ) ( ) ( )

## OUTREACH MINISTRIES C Y A

A	Play group(s)	( ) ( ) ( )
B	Drop in Centre	( ) ( ) ( )
C	Counselling Centre	( ) ( ) ( )
D	Opportunity Shop	( ) ( ) ( )
E	Food bank	( ) ( ) ( )
F	Single parent group	( ) ( ) ( )
G	Seniors group	( ) ( ) ( )
H	School holiday program(s)	( ) ( ) ( )
I	Other	( ) ( ) ( )
J	Other	( ) ( ) ( )

## SOCIAL JUSTICE ISSUES -

Your church has discussed/agreed upon and made known its position on the following contemporary community issues:

A	Aboriginal reconciliation	yes [ ] no [ ]
B	Gambling and/or the casino	yes [ ] no [ ]
C	Homosexuality and the ministry	yes [ ] no [ ]
D	Any local or wider community issues	yes [ ] no [ ]
	Please list other community issues	yes [ ] no [ ]
E	Other	yes [ ] no [ ]

## DENOMINATIONAL AND INTERDENOMINATIONAL MATTERS

SCALE:

1 = ENTHUSIASTICALLY

2 = LOW KEY ONLY

3 = NEVER

Your church participates in giving to:

A	Global Mission Partners (GMP)	1 2 3
B	Churches of Christ Vic/Tas activities	1 2 3
C	TEAR	1 2 3
D	World Vision	1 2 3
E	Other Missionary Agencies Indicate: Name	1 2 3

Your church distributes the following:

A	The Victorian Churches of Christ Newsletter	1 2 3
B	Other:	1 2 3
C	Other:	1 2 3

Your church has resources. Some are organisational; others relate to facilities. Other resources are to be found in persons whose gifts impact the church and community. The following section is designed to identify the resources you have.

What is the process for generating ideas and how are they implemented?

### **DECISION MAKING STYLE -**

Check the items that apply to your decision making style

1. Decisions are made and plans processed

A		By delegation of decision making to particular boards/committees
B		By discussion until consensus is achieved
C		By majority rule upon formal vote at church member's meetings
D		By other staff persons
E		By significant leader(s)
F		By the Elders
G		By the informal network
H		By the Minister

I		By the Church Board or Council
j		Other

2. Decisions are communicated:

A		As part of worship
B		Through bulletin board notices or posters
C		Through Sunday bulletin
D		Through occasional newsletter
E		To the wider community through news media
f		Other

### **BUILDING -**

A		Has adequate classroom space for Christian Education program
B		Has adequate parking
C		Has adequate signs so that people can find their way around
D		Has adequate storage space
E		Has heavy indebtedness
F		Has space for social events
G		Is accessible to persons with handicaps
H		Is comfortable, well lit, heated, air conditioned, etc.
I		Is conveniently located with adequate signs to identify it
J		Is free of disruptive noise
K		Is mortgage free
L		Is open during the day for meditation
M		Is open to use by other organisations
N		Other

## FORM 7 – PASTORAL PRIORITIES

The purpose of this questionnaire is to discern God’s will through our members as to what He wants us to do by way of ministry as a church. By ascertaining God’s will for us as a church, this will assist the MST in discerning God’s will in the search for our new Minister.

Please prayerfully consider and respond by indicating to us the 8 activities of ministry which you feel are the most critical activities in which your Minister should be competent in order to lead and develop this church in the ministries that God is calling us to.

Please rank them in order of importance

1 <sup>st</sup>	
2 <sup>nd</sup>	
3 <sup>rd</sup>	
4 <sup>th</sup>	
5 <sup>th</sup>	
6 <sup>th</sup>	
7 <sup>th</sup>	
8 <sup>th</sup>	

To assist in the completion of this questionnaire a list of ministry activities follows, however, please note that this is not an exhaustive list. Please feel free to add any ministry items that you believe are important.

What we as a church want to do:

Church Growth	Enlarge membership and/or the vision and ministry of the church.
Communication	Keep persons informed.
Community Action	Identify and evaluate the needs of the community and work to meet those needs through individual and/or corporate action. Work with other language, ethnic or cultural groups.
Conflict Management	Resolve conflict situations with persons and groups for the sake of the church’s ministry.
Counselling	Provide opportunities for groups/individuals to enter a healing relationship.
Education	Provide a teaching ministry based on theological, education and historical foundations.
Evangelism	Seek to lead persons to make decisions for Christ.
Church Co-operation	Co-operate with churches/leaders from Churches of Christ and other denominations.

Interpret the Faith	Communicate a comprehensive understanding of the Bible and Christian theology in terms relevant to persons' lives.
Leadership Development and Envisioning	Seek to recognize and call forth the potential of persons as leaders, providing opportunities for their training and growth.
Laity Development	Motivate and support persons in discovering and using their gifts for ministry in their daily lives.
Management	Prepare financial budget and management of resources, etc. Develop and implement the goals and objectives of the church.
Mission Promotion	Promotion of Christian witness at home and abroad.
Music	Maintain a choral/instrumental program of the church.
Nurture Fellowship	Create an atmosphere in which persons feel accepted, cared for and included in the group.
Pastoral Care and Visitation	Provide by word and presence an empathetic understanding of and concern for persons in routine and joys as well as the crises and transitions of life, giving assistance where appropriate and feasible.
Preaching	Support the preaching ministry with time for preparation/reflection on the Word and commitment to listen for the Word's power and its implications for individuals, the church, the community and the world.
Program Development	Design, encourage and help to implement organizational, social, educational, religious and/or recreational programs of ministry.
Research	Design/implement studies that will produce reliable information for Christ's ministry.
Spiritual Development	Provide opportunities for individuals or groups to understand and enhance the spiritual dimensions of their personal lives.
Stewardship	Enable persons to develop and use individual and corporate resources: personal gifts, skills and finances to the glory of God.
Worship Preparation and Leading	

