

Guideline questions and headings for forming ministry agreements for ALM and other local lay ministries March 2019

The gifts he gave were that some would be apostles, some prophets, some evangelists, some pastors and teachers, to equip the saints for the work of ministry, for building up the body of Christ. Ephesians 4.11,12

The purpose of a ministry agreement is to:

- clarify how someone will engage in a particular ministry on behalf of the local church
- offer prompting questions to set mutual expectations, accountabilities and development for ministry to be agreed with the local PCC or equivalent
- provide a relational conversation space that can help the formation of ministry according to calling and circumstance.

Growing Ministry Together Guideline Questions

Some questions to help shape individual ministry agreements within your church's culture of ministry

Direction

How is your church developing a vision that inspires participation?

- How will this person's ministry contribute to the vision and direction of your church community?
- Who are they to work with and share in ministry? eg teams/groups
- What will they be expected to do and how will they know they are fulfilling this?
- Time commitment? weekly? monthly?

Affirming

How does your church encourage people to find a good way to exercise their gifts and offer themselves for ministry?

- What do you want to affirm about this person's calling and gifting?
- What kind of public ministry commissioning or recognition is needed for the person to fulfil this ministry?
- How will feedback be given and development be monitored?

Equipping

How does your church equip people for their task or role?

- What will help develop this person's capacity for this ministry? Eg Courses? Coaching? Spiritual accompaniment? etc At what stage in ministry will that be most necessary or beneficial?
- What is the time scale for the beginning, renewal or ending this ministry?
- How will future decisions about calling be made and with whom?

Supporting

How does your church affirm and support people's ministries?

- Who else has an interest in this ministry agreement and needs to be heard?
- What support can the authorised person expect from the church minister? Team leader? Wider deanery or diocesan church?
- What teams meetings, church gatherings and prayer gatherings are they expected to attend?
- What communication networks will they be part of?
- How often will reviews take place and with whom?
- What arrangements will be in place when a supervising minister is not in place locally or there is an incumbent's vacancy?

Ministry Agreement Headings

Possible heading for outlining a ministry agreement

Discipleship and Spiritual Life

- Summary from Rule of Life/Pattern of regular personal devotion/Bible study/prayer/worship
- Commitment to the local home parish/church community/wider links
- Meeting pattern of Spiritual accompaniment/mentor

Current Pattern of Ministry

- ministry commitments and frequency
- other commitments and frequency
- ministry in the wider community/workplace
- any ecumenical commitments
- any deanery commitments

Areas of Responsibility and Accountability

- in relation to the incumbent/ministry team/other clergy, Readers, ALMs etc
- in relation to the PCC/s and to the parishes/church communities where the Reader will minister (if more than one/not the whole benefice)
- include benefice/parish roles and to whom accountable
- include deanery roles and to whom accountable
- include diocesan roles and to whom accountable

Support, Supervision and Collaboration

- include frequency of meetings with incumbent
- include ministry leadership team meetings

Continuing Ministry Development

- list areas for continued/further development, formation and vocational development

Expenses

- arrangements for the reimbursement of working expenses