



Mutual Ministry Review at Church of the Good Shepherd

*The mission of Good Shepherd is:
To restore people to unity with God and each other in Jesus Christ.
By Worshiping the Triune God
Proclaiming the Gospel of Jesus Christ
Practicing biblical hospitality
and Serving others in the name of Christ.*

But speaking the truth in love, we must grow up in every way into him who is the head, into Christ, from whom the whole body, joined and knit together by every ligament with which it is equipped, as each part is working properly, promotes the body's growth in building itself up in love.
Ephesians 4:15-16

PREAMBLE

We, the Vestry, Rector and Staff of the Church of the Good Shepherd have been called to share with our Lord Jesus Christ in his ongoing, reconciling mission to the world. This is a high calling and we are honored and humbled by the trust our Lord has placed in us. In our equally important, yet distinctive offices we are all called to represent Christ and his church, to bear witness to him and according to the unique gifts given to each of us, to carry out his mission to the world.

Good stewardship, faithfulness to our task and love require us to be accountable to each other, as we know and understand that we are accountable to our Lord Jesus for the gifts he has entrusted to our management.

To provide us with an opportunity to assess how well we are fulfilling our responsibilities to each other and to the ministry we share, we will undertake a mutual review of our ministry each June at the conclusion of the program year. In this way we may establish goals for the work of the parish for the coming year; affirm and celebrate the things we do well together; identify any areas of disappointment which may be affecting our mutual ministry adversely; and clarify any expectations we have of each other for the new program year.

This Mutual Ministry Review process shall be carried out by a committee of the Vestry. The process is intended to give each member of the leadership team an opportunity to reflect on their own ministry and how it relates to that of the whole team. It is effected in two phases: The Vestry and Rector's review of their mutual ministry; and the review of the ministry shared by the Rector and the Parish Staff.

THE MUTUAL MINISTRY REVIEW OF THE RECTOR AND OF THE VESTRY

1. The Rector shall complete the form for the self-assessment of his ministry as well as his review of the work of the Vestry as a whole.

2. Each Vestry Member shall complete a form for their individual assessment of the Rector's ministry as well as the self-assessment of their own ministry as a member of the Vestry and forms considering the ministry of the whole Vestry and that of the Staff as ministry teams.
3. The Convener of the Mutual Ministry Review Committee will receive all these forms for compilation, and then meet with the Rector for an initial review of the feedback and affirmation that is provided, reporting to the whole Vestry at their August meeting.

From time to time, or if there are areas of significant disagreement or conflict, an outside facilitator may be contracted with to oversee any part of the review process.

THE MUTUAL MINISTRY REVIEW OF THE RECTOR AND OF THE PARISH STAFF

1. The Rector shall complete the form for the review of the ministry of each individual member of the Staff and the form for the self-assessment of his own ministry.
2. Each individual member of the Staff shall complete the form for the self-assessment of their own ministry as well as a form for review of the Rector's ministry.
3. In addition to these forms, each individual member of the Staff shall complete the form assessing the work of the whole Staff and that of the Vestry as a group.
4. The Rector shall schedule meetings with each member of the Staff to review and discuss their work together. A member of the Mutual Ministry Review Committee of the Vestry will be present at these meetings.
5. The Rector and the Convener of this committee will review the affirmation and feedback provided in the review of the Staff as a whole, reporting back to the Staff by the end of August and to the Vestry at its September meeting.

THE ROLE OF THE OBSERVER

1. The Observer by his or her participation in the process confirms for the Vestry that the Mutual Ministry Review is conducted as specified in this document and in a fair, constructive, and appreciative spirit.
2. The presence of the Observer, as a third party to these conversations, encourages more careful and deliberate communication by the other parties.
3. The Observer serves as witness to the content of the conversation, particularly if there is challenging feedback to communicate or hear.
4. The Observer will normally be the Convener of the Mutual Ministry Review Committee. Other members of the committee may serve in this role in the event the Convener is not able to make all of the meetings between members of the Staff and the Rector.

CLOSING

The purpose of the Mutual Ministry Review is to affirm, build up and strengthen for Christ's service, the ministry of each member of the leadership team of the Parish. Every effort has been made to make this an honest, constructive, and appreciative conversation as well as to provide a coherent process for the

review. The review, even though it is being conducted with openness and transparency, is nonetheless considered a confidential matter between all of the participants. Suggestions for improving this process will be welcome.

We pray that God will bless all our efforts and strivings to become the new people in Christ and in communion with each other that he has called us to be.

A PRAYER FOR GUIDANCE

Almighty God, through your Spirit you have given to your people varieties of gifts and services, yet all for the common good. Grant us grace that we might honor you as the faithful stewards of these gifts. Guide and bless us in this time of mutual reflection that we might speak the truth in love so that we may more fully glorify your Son and shepherd your people. In your gracious mercy, grant us all things necessary for our common life, and bring us all to be of one heart and mind within your holy Church; through Jesus Christ our Lord. *Amen.*