

SOUTH MORETON PRESBYTERY PARTNERED APPRAISAL PROCESS

The regulations

3.4.5 (a) Consultations on the life and witness of a Congregation shall be conducted by the Presbytery with the Congregation including any Ministers, Youth Workers, Pastors and Lay Pastors serving in placements in the Congregation and any Community Ministers serving in the Congregation.

(b) The purpose of the consultation shall be to strengthen the life and witness of the Congregation, to assess future ministerial and lay leadership needs, and to review the records of the Congregation.

(c) A consultation shall normally take place every five years at the discretion of the Presbytery regardless of the duration of any current placement.

(d) The Presbytery may conduct a consultation at any time on its own initiative or at the request of the Church Council or of a Minister serving in a placement in the Congregation.

(e) Any such consultation shall be conducted with such bodies and persons within the Congregation as is thought fit, and by such persons as the Presbytery appoints, and they shall report to the Presbytery and the Congregation with such recommendations regarding the life and witness of the Congregation (including matters relating to placements and property) as they think fit.

Basic understandings

- Presbytery will appoint up to 4 persons to engage with the congregation in order to fulfil its obligations under the regulations. The Presbytery Minister is ex-officio on all Partnered Appraisals. Ideally the group would include one male and one female and one ordained and one lay.

- The process is aimed to effectively do three things:

1. review the congregational registers and statistical data. Eg that the baptisms, weddings, funeral registers, new members are current.
2. seek input from as wide a congregational representation as possible as to the current 'life and witness' within its context.
3. facilitate a 'partnering' to ascertain a realistic view of the current position and the goals for the future. To see the strengths, weaknesses, opportunities and threats of the congregation and allow the congregation to grow through this process.

The time line

Previous to the Partnered Appraisal

- The congregation and PRC agree that a Partnered Appraisal will occur.
- A proposed timeline is agreed upon. This timeline is contingent on documentation being received by the Partnered Appraisal team on the agreed date.

- A congregation contact is appointed by the church council. Notification of name and contact details are supplied to PRC. All contact with the congregation about appointment times and meeting will be through this person.

Week 0	questionnaires are delivered to the Minister and Congregation and the Mission Plan of the congregation is given to the Partnered Appraisal team. <ul style="list-style-type: none"> ○ Minister's questionnaire ○ Congregation member's questionnaire ○ Church statistics questionnaire
Week 2	Church statistics questionnaire, Congregation member's questionnaire, Minister's questionnaire, last year's audited financial statement and current financial position including Profit and Loss and Balance Sheet are returned to Partnered Appraisal team
Week 3	Visitation occurs <ul style="list-style-type: none"> ○ Partnered Appraisal team visit Minister (prior to meeting with other members of the congregation¹). Meeting will be held with each person in a specified ministry within the congregation. ○ Partnered Appraisal team visits Church Council (either Friday or Saturday evening, preferably to include meal¹) ○ Partnered Appraisal team is available to meet individual or groups of the congregation. (either Friday or Saturday afternoon¹) Discussions will be sought with children and youth leaders and other group leader within the life of the church ○ Partnered Appraisal team attends worship on Sunday at all service. ○ Partnered Appraisal team will organise interest groups (if appropriate) after worship to discuss aspects of church life. ○ Partnered Appraisal team is available to meet individual or groups of the congregation. (Sunday afternoon¹) <p>Discussion will include Worship, Prayer life, vision, leadership, administration, communication, community, evangelism, other topics appropriate to the congregation and topics as the congregation sees fit.</p>
Week 5	the Partnered Appraisal team presents its report 'on the life and witness of a Congregation' at a Congregational meeting.
Next PRC	The team tables the report at PRC, discussion and decision on the report and its recommendations follow which is relayed to the congregation.

¹ Times are an indication only

Explanation of the visits

Ministry Agent/s - There will be a conversation with each ministry agent. The Presbytery Minister will be part of this discussion. The Minister's questionnaire, yearly report and church statistics will form the base for this conversation.

Church Council – the life and witness of the congregation and the church statics will be the basis of the conversation. It will be an opportunity for the Church Council, corporately or individually to ask and answer question. This time will include a meal supplied by the congregation for the Partnered Appraisal team and the Church Council. Church Councillors should not be involved in preparation if possible.

Groups and individuals – this will be a time for the congregation to have direct access to the Partnered Appraisal team so that they may be assured that their voice and thoughts are heard.

The questionnaires

All questionnaires are distributed by the coordinator in week 0. All information is returned by week 2. Envelopes should accompany all questionnaires so that confidentiality may be assured as they are returned. The church statistics questionnaire will include questions on church life, mission and stewardship planning. The Congregations questionnaires should be distributed at all church services over week 0, 1 and 2 to assure maximum participation. A sealed return box may be used or envelopes supplied at the individuals discretion. These questionnaires should be returned by week 3.

The report

The report will be presented on week 5. It will contain what the Partnered Appraisal team has gleaned through its discussions with the congregation. The report will be presented to the Ministry Agents initially and then to the Church Council and Congregation. At the Church Councils discretion it may view the report at the same time as the congregation.

The report will contain the hopes and vision of the congregation as described to the Partnered Appraisal team. It may also contain recommendations from the Partnered Appraisal team. After the report as been presented to the Congregation it will be tabled at PRC. It will then be the task of the congregation and PRC to act upon any recommendations.