

#### **Church Board**

(Senior Pastor, Elders, Deacons, Church Clerk, Treasurer and Financial Secretary)

Congregation elects church board members and delegates all decisions to the board apart from the approval of the annual budget, calling of a pastor, approvals for the sale or purchase of property, and constitutional changes.

Elders are responsible for church direction, doctrine and discipline.

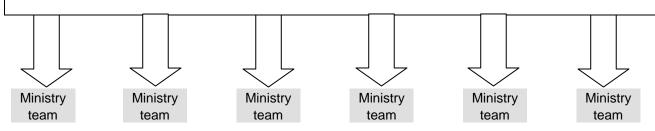
Deacons, Church Clerk, Treasurer and Financial Secretary have the responsibility for the "general supervision of the work of the church" as described in the constitution.

The church board delegates the implementation of its approved strategic plans to the Senior Pastor and his ministry staff for implementation.



#### **Senior Pastor's Ministry Staff**

The Senior Pastor and his staff are responsible for day-to-day management of the church and developing operational and tactical processes necessary to implement strategic plans as approved by the church board. The Ministry staff is responsible to equip and deploy the congregation in ministries based on passions and spiritual gifting.



The Ministry Staff delegate day—to—day ministry details to ministry teams based on passions and gifting. Teams are empowered to lead their ministries in line with church direction and philosophy, with oversight by the Ministry staff member and operate within parameters laid out by the Church Board.

#### **Principles of Church Leadership**

- 1. The model is Christ not the Gentiles who lorded over, but the servant leader.
- 2. The goal is equipping the saints for the work of ministry. (They must own the ministry, be convinced of the vision, and empowered for action).
- 3. The four main tools are clarity, instruction, exhortation, support.
- 4. The local church was led by plurality of elders / deacons.
- 5. It is not top down control, but bottom up empowerment
- 6. The New Testament leaves room for flexibility in defining structures and leadership styles

(Moses was a spiritual leader; Paul & Nehemiah exhibited a strategic leadership style).

**Delegation** - The biblical story on local church leadership does not describe "forms" only "functions" and "directives". The New Testament teaches that elders/overseers must maintain priorities by delegating responsibilities to other qualified men and women who can assist them in managing and shepherding the church. Appointing highly qualified individuals to assist elders/overseers is key to the success of church ministries

Group	Job Description	Responsibilities
ELDERS	<ol> <li>Doctrine</li> <li>Discipline</li> <li>Direction</li> <li>Protecting &amp; guarding the flock</li> </ol>	<ol> <li>Establish and oversee the Mission         Vision and process for making disciples</li> <li>Communicate and support         implementation of the vision</li> <li>Be familiar with all staff meetings</li> </ol>
CHURCH BOARD (Elders, Senior Pastor, Deacons, Church Clerk, Treasurer & Financial Secretary)	<ol> <li>Building</li> <li>Budgets</li> <li>Benevolence</li> <li>General supervision of Church work</li> </ol>	<ol> <li>Establish &amp; present budget</li> <li>Facilitate benevolent care</li> <li>Set and approve policies for church</li> <li>Financial accountability</li> </ol>
STAFF (Theologically trained)	<ol> <li>Develop annual ministry plans</li> <li>Management of specific areas of responsibility</li> <li>Equipping ministry leaders</li> <li>Protecting church doctrine</li> </ol>	Implementation of VCB's strategic plan     (Mission, Vision & Goals)
LEADERS (elected and invited)	Lead a specific ministry team or are in training to lead	Attend leadership training
CONGREGATION	Does the Work of Ministry	Grow spiritually by active participation in the Church

#### **Process of developing and implementing Church Direction**

- 1. Elders working together with the Sr. Pastor and his ministry staff develop strategic plans consistent with the overall mission, vision and core values of the church.
- 2. Upon agreement between Elders and Sr. Pastors Ministry Staff, strategic plans are submitted to the Church Board for their input, review and support.
- 3. After the Board's final review the plans are given to the Sr. Pastor for further refinement and implementation by his Ministry Staff.
- 4. The Ministry Staff are responsible for the development and implementation of operational plans for their specific ministries and to ensure that the overall church strategies are incorporated within each ministry tactical and operational plans.

STEP ONE	STEP TWO	STEP THREE	STEP FOUR
Elders and Sr. Pastor evaluate needs of the congregation and ministries. Then encourage growth, define problems, set goals consistent with the process for ministry. They encourage and support alignment & focus.	Sr. Pastor's Ministry staff reviews and refines the goals and strategies with suggested changes and modifications sent to the Elders. This back and forth process continues until plans are fully refined.	Church Board along with appropriate church leadership review and provide input to strategic plans.	Sr. Pastor and his ministry staff further refine directional plans and begin the implementation process by involving church ministry teams.
Point & Veto Authority	Input & Implementation Authority	Input Authority	Information Authority

## **Meeting Schedule**

MONTH	Elders 1 <sup>st</sup> Monday	Leadership Team 2 <sup>nd</sup> Monday	Board 2 <sup>nd</sup> Monday	Congregation (various dates)
Jan	Evaluation Retreat Staff & Elders		Budget	
Feb	Elders Meeting			Annual Meeting
Mar	Elders Meeting		Budget Nom Com Leadership mtg	
April	Elders Meeting	Leadership Meeting		
May	Elders Meeting		Board	Congregational Meeting
June	Elders Meeting	Leadership Meeting		
July	Elders Meeting			
Aug	Elders Meeting			
Sept	Elders Meeting		Board	Summer Missions Reports Evening Congregational Meeting
Oct	Elders Meeting	Leadership Meeting		
Nov	Elders Meeting	Leadership Meeting		Congregational meeting Elections/ prayer
Dec	Elders Meeting		Budget	

Staff Meetings are weekly and as needed