

When Ministerial Professionals Encounter Boundary Violations: Sexual Harassment By Congregants

REMEMBER: it is always the responsibility of the person in the ministerial role to maintain appropriate boundaries. If you are a clergy person or other church leader who has encountered boundary violations or harassment by a lay person, here is a SUGGESTED PROCESS for re-asserting and maintaining appropriate professional boundaries.

Suggested Process:

1. Pastor perceives an advance has been made.
2. Pastor needs to establish professional pastoral boundaries:
 - Identify your role as the pastor:
“I am your pastor...” “As your pastor I...” “The United Methodist Church takes this kind of conduct very seriously and considers this behavior as sexual harassment...”
 - Identify that they are part of a community, not just “you and me” framing.
“We are in relationship to a congregation, denomination, calling(s), roles, responsibilities...” Expand the awareness of your context by bringing in others you are both responsible for and in relationship with.
 - “I cannot be your pastor if...”
3. DOCUMENT – Written and verbal (SPRC Chair).
4. Inform the DS. What? Where? When (include date, time)? Who? “Advance” behavior or verbiage? Witnesses? What happened after clarifying boundaries?
5. Call Director, Center for Leadership Development to engage CART process:
ntleadership.org/clergy/crisisconflict-teams

If inappropriate behavior continues:

1. Re-establish Boundaries
 - a. ◦ I will not meet with you privately
 - b. ◦ Explain that someone will be in the church if/when you meet and that confidence will be maintained.
 - c. ◦ Reiterate your identity/role to congregant
2. DOCUMENT – written to SPRC and DS.

If flirtation has happened (mutual attraction/ enticement):

1. ◦ **Name** and confess your participation in the confusion of boundaries and your role as pastor. Name the mixed messages/signals to bring them to light.
2. ◦ **Repent** – Identify your role as pastor and being responsible for maintaining clear, healthy, professional relationships with all in the congregation and apologize by naming the confusion and harm your behavior has brought to your relationship with the congregant.
3. ◦ **Reconcile** – Identify what boundaries must be made and kept as well as what damaging or misleading behaviors must be stopped. Pastors – talk with a grounded confidant and make a behavior covenant with clear accountability structures built in. Example: regular and frequent

meetings with confidant reflecting on issues related to wandering over healthy, professional boundaries.

If violation of boundaries persists:

1. •Call a Meeting for the purpose of clarifying communally the role and responsibility of the pastor and appropriate behavior of congregants. (In the North Texas Conference, this is usually done by the CART Team who can organize and facilitate this meeting, often with the District Superintendent).
2. •Invite:
 - a. ◦DS – certainly informing them of your purpose; who will be attending; follow-up communication plan; meeting location; etc. Ask DS if it is appropriate (or wise) to have a conversation with the annual conference Chancellor for any recommendations, suggestions; simply being put “on notice”.
 - b. ◦Violator – Ask them to bring a friend or family member– someone they trust – for a conversation with others about issues related to serving as pastor. They are to bring someone who can be reflective with them. NOT a lawyer!!!
 - c. ◦SPRC Chair
3. Seek resolution with CLEAR boundaries about how to behave appropriately and why the boundaries have to be maintained. Consider preparing a “Behavioral Covenant” identifying what you need as pastor and be prepared to name what behaviors need to stop by the violator. Write out the agreed “ways of being” and have everyone sign as witnesses and prayer partners.
4. If you sense it will help, plan a follow-up meeting for a “check-in” and if further clarification/information is needed – supportive accountability.
5. Follow-up with a letter to everyone involved as to purpose of the meeting; those attending; if resolution was reached, note the specifics; thank everyone and seek continued prayer for everyone. (Copy to DS).

If they refuse to sign a Behavior Covenant:

1. Be clear that the violator is making a choice about their relationship to the church and is choosing not be in contact, communication, on church property or attend any church programming until they agree and sign the behavior covenant.
2. Have everyone in attendance note and sign that they witnessed a refusal to sign by the violator. Follow-up by sending a certified letter to the violator, specifying a procedure they can initiate for future participation in any church sponsored activities. (Who to contact, etc)
3. Send copies of all documentation via certified mail to the DS (and possibly the Bishop’s office). DO NOT ELECTRONICALLY SEND ANY DOCUMENTATION. DS along with the pastor should certainly review the status of things with the Chancellor at this time.
4. Consider meeting with those in leadership, stressing the need for confidentiality.
 - a. SPRC Chair and Committee
 - b. Trustees
 - c. Lay Leader
 - d. Staff
 - e. Custodian(s)
5. Make clear that professional, appropriate boundaries are taken very seriously in the UMC as well as the need for our congregants to be responsible for maintaining safe, healthy, respectful and honoring behavior to one another and those in professional leadership.

6. Have a “reporting/communication” plan in place IF the violator appears on church property, during church programs/services, or makes contact with church leaders.