

9.3.9 Guidelines for a Ministry Appointment Review

A ministry appointment in a Cooperative Venture is expected to be reviewed at least every 5 years. An appointment review occurs at least 9 months before the end of the term and seeks to discern an ongoing call to ministry within the local church. These are the types of questions to be asked when an appointment is being reviewed. They cover a broad area of ministry and the conversation should be led by the Spirit. A meeting with the minister and with the local church council should explore these questions with a small team – at times it may be appropriate to include the wider congregation or invite individual responses.

To the minister:

1. What are your ministry priorities at the moment?
2. What aspects of your ministry are satisfying and constructive?
3. Are there elements of ministry that are perplexing and frustrating?
4. Do you have an appropriate supervisor/spiritual director/mentor?
5. What prayer practices do you find helpful?
6. What have you been reading recently?
7. Have you taken study leave recently or are considering it?
8. What do you do for recreation?
9. Describe your relationship with the local church council.
10. Describe your relationship with other staff.
11. Describe your relationship with your denomination.
12. Describe your relationships with other ministers in the area.
13. What vision and hope do you have for this church?
14. Are there any specific issues that need to be raised?
15. Describe your relationship with the other partner churches.
16. Do you believe that you have an ongoing ministry in this local church?

To the local church council:

1. What do you see as the minister's priorities at the moment?
2. How would you describe the role of the minister in the church community?
3. How would you describe the role of the minister in the wider community?
4. Do you feel the minister has their work/home balance right?
5. Is there a vision for the local church?
 - a. Is the minister working toward this vision?
6. Can the local church afford the costs of ministry for the next five years?
7. How does the minister relate to the local church council?
8. How does the minister relate to other church staff and volunteers?
9. Are there any areas of concern about the ministry?
10. Are there aspects of ministry that the minister:
 - a. should focus more attention on?
 - b. should have more training in?
 - c. should spend less time on?
11. Do you believe the minister has an ongoing ministry in this local church?