



CHURCH HEALTH TEAM

Handbook

September 2023

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EFC-ER Mission, Vision, and Core Values

Purpose

- The Evangelical Friends Church – Eastern Region (EFC-ER) is a movement of connected churches intentionally working together to fulfill a common mission, vision, and core values, based on the person and redemptive message of Jesus Christ.

Mission

- The mission of EFC-ER is to equip its member churches to make disciples.

Vision

- The vision of EFC-ER is to produce healthy, Christ-centered churches that produce disciples.

Core Values

- **Biblical Faithfulness** – We will seek faithfulness to the inspired and authoritative Word of God, both in the truth we profess and in the practices we embody.
- **Empowered Leadership** – We will discover, develop, and deploy leaders into clearly defined ministry roles.
- **Innovative Multiplication** – We will use and encourage innovative multiplication across our movement.
- **Efficient Organization** – We will organize around mission, core values, and vision, increasing efficiency by being a nimble, right-sized organization.
- **Connectional Ministry** – We will strengthen local and global ministries by partnering together with local churches and other organizations to accomplish our mission.

Church Health Team

The Church Health Team is comprised of the Church Health Director and EFC-ER leaders. The team serves to carry out EFC-ER's directive to facilitate and resource the development of healthy churches. Members of the Church Health Team serve for 3-year terms and normally serve two consecutive terms though permitted to serve up to three consecutive terms.

Purpose:

- The team functions as a facilitator for healthy church practices and priorities.

We will accomplish our purpose by:

- Providing an assessment process for the local churches.
- Resourcing churches to develop mission, vision, and core values.
- Providing resources to encourage missional engagement.
- Overseeing and assisting in pastoral placement.
- Overseeing establishing minimum salary for pastors.
- Providing biblical accountability and encouragement to pastors and churches.
- Promoting and resource the starting of new ministries within local churches.
- Providing direction for declining churches.
- Exercising authority for churches in crisis.

Assessments for the local church

- **SWOT analysis** This 3-hour exercise allows leaders to assess the church's Strengths and Weakness and identify external Opportunities and Threats in society that may impact ministry. The analysis is facilitated by team members.
- **Church Health Surveys**
 - 1) The **NCD (Natural Church Development)** survey takes the overall pulse of a church by measuring eight critical areas such as inspiring worship, leadership empowerment, and loving relationships. EFC-ER covers 50% of the \$260 total cost.
 - 2) The **Know Your Church** report from churchanswers.com assesses the church's health in prayer, worship, ministry, fellowship, discipleship and evangelism. With the EFC-ER discount the cost is \$195.

Resources to develop and Implement Mission, Vision, and Core Values.

- The **Mission, Vision, and Values (MVV)** weekend exercise guides church leaders in clarifying God's mission and vision for the church and articulating the actual and aspirational core values of the church.
- Developing a **Ministry Action Plan (MAP)** guides church leaders in creating an actionable plan to fulfill God's mission for their church. The 1-3-1-3 exercise creates goals for 1 and 3 months, and 1 and 3 year goals.

Resources to encourage missional engagement.

- **Catalyzing Witnessing Communities (CWC)** training provides tools and resources to equip your church to be effective witnesses for Jesus. Healthy churches make disciples within a witnessing community. The CWC is designed to enhance churches to fulfill God's Great Commission.
- **Missional Engagement Grants** provide EFC-ER churches with financial resources to expand their outreach within already existing projects or for new ventures which will influence others with the love of Jesus Christ. ER will provide a grant of up to \$500. Churches may apply at: <https://efcer.breezechms.com/form/missionalengagement>
- The **Ickes Discipleship and Evangelism Scholarship** offers EFC-ER churches financial assistance to offer discipleship and evangelism training. Apply at: <https://efcer.breezechms.com/form/missionalengagement>

Pastoral placements

Your pastor has just resigned, or your congregation voted to make a change in pastoral leadership. What should be done? The ***Search Team Guide*** provides step-by-step procedures in identifying and calling your next lead pastor. The guide is available in the appendix or at: https://www.efcer.org/uploads/1/3/3/2/133267097/search_team_guide_rev.pdf

Ministry Agreements

A sample pastor ministry agreement is available in the appendix or at: https://www.efcer.org/uploads/1/3/3/2/133267097/pastoral_agreement.pdf

Lead Pastor Renewal of Call

The pastoral call renewal is normally conducted two years after the initial call and every four years subsequently. Anonymous surveys are submitted by 1) members, 2) elders, 3) church staff (if applicable), and 4) the lead pastor to EFC-ER. The Church Health Director summarizes the results and presents the findings to the Elder Board and lead pastor. IF there is not consensus between the elders, lead pastor and Church Health Director, subsequent steps will be followed according to F&P 342 b.

Lead Pastor Performance Evaluation

The elder board is expected to complete an annual performance evaluation of the lead pastor. It is also recommended that quarterly or bi-annual progress reports be conducted for assessing progress made towards the church's Ministry Action Plan. Short and Long Form template are at:

Short: https://www.efcer.org/uploads/1/3/3/2/133267097/lead_pastor_year-end_review__short_form_.pdf

Long: https://www.efcer.org/uploads/1/3/3/2/133267097/lead_pastor_year-end_review__long_form_.pdf

Salary and Minimum Salary Guidelines

To obtain comparative compensation data based on factors such as church size, budget and region, ER recommends that churches use ChurchSalary.com from Church Law and Tax.

The ***Minimum salary*** is set at the 75th percentile of the median compensation for each church as reported in ChurchSalary.com. The minimum salary is not meant to be a standard salary, but indicates that to pay less is to stretch the pastor's sacrifice too far. If compensation is less than the minimum, the pastor is free to accept other employment or serve more than one church. This minimum cash salary (or adjusted if a parsonage is provided) is in addition to other allowances. <https://www.churchlawandtax.com/salary>

Discipline of Church Leaders

In the event that an elder or leader of the congregation is exhibiting inappropriate behavior, or is in conflict with the lead pastor or other leader, the following steps should be taken and documented:

- The lead pastor, along with an elder or elected leader, should meet with the individual to attempt to resolve the situation.
- In cases where the situation cannot be quickly resolved at the local level, the Church Health Director should be contacted for advice and/or support in resolving the issue.
- In cases where behavior or conflict threatens the overall ministry of the church further action should be considered in accordance with paragraph 305 (Churches in Crisis) of the Faith and Practice.

Procedures for Churches in Crisis

The following procedures are put into place in order to better serve churches that are in crisis in a consistent, Christ-honoring manner.

1. **ASSIGNMENT PHASE** – If a crisis situation becomes evident, the Church Health Team should investigate the situation. The Church Health Director or Church Health Team Leader should be the lead investigator. In most situations, a team should be developed of two or three people, as this allows for at least two witnesses and perspectives in dealing with the crisis (in line with I Timothy 5:19).
2. **INVESTIGATIVE PHASE** – The investigator(s) should gather relevant information from all involved parties. Investigators should strive to evaluate all relevant aspects of the crisis so as to come to a complete view of all contributing factors.
3. **EVALUATION PHASE** – After collecting as much relevant data as possible, the investigator(s) should evaluate the crisis to determine the appropriate steps to take.
4. **ACTION PHASE** – The investigator(s) is/are empowered to develop a plan of action consistent with the prior evaluation. In the event that the crisis involves circumstances of legal or moral turpitude, the investigator(s) is/are empowered to immediately remove those in suspected violation, pending further investigation by the Church Health Team.

If the investigator(s) find it necessary to apply *Faith & Practice* paragraph 305b, the Church Health Team must be contacted as soon as possible.

If the investigator finds it necessary to apply *Faith and Practice* paragraph 305c, then the Church Health Team must be contacted prior to taking this action and included in the decision to make a plan of action.

5. **RESOLUTION PHASE** – When the crisis is sufficiently resolved, the Church Health Team should be notified that this progress has been accomplished. After each resolution, the team should debrief with an eye towards improving future crisis interventions.

Church Organizational Structures

The Faith and Practice established minimal organizational standards. A checklist of organizational minimums is available in the appendix or at:

https://www.efcer.org/uploads/1/3/3/2/133267097/church_structure_minimums_.pdf

Church Bylaws

It is recommended that the bylaws are reviewed every two to three years to make sure they are up to date and relevant. Contact the Church Health Director for a sample template if you need to update or create new bylaws.

Appendix

Guide for Securing a Lead Pastor

Church Information Sheet (CIS)

Sample Pastor Ministry Agreement

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Pastoral Compensation Guidelines

Church Structure Minimums per Faith and Practice

Church Health Resources and Tools Wheel