



Servant Leadership Model Implementation Team Report

Kent Island United Methodist Church
2011 Church Conference

June 21, 2011

Servant Leadership Model

At our 2010 Church Conference, a resolution (see page 8) was adopted which created the Servant Leadership Model of governance and authorized an Implementation Team (SLMIT) with the purpose of presenting to our 2011 Church Conference the Servant Leadership Model's detailed organization including recommendations for paid staff positions to be effective July 1, 2011.

This report is the result of that team's work.

Servant Leadership Team: Replaces Administrative Board effective July 1, 2011

Philosophy of Governance

The Servant Leadership Team (SLT) of Kent Island United Methodist Church provides spiritual oversight, direction, and leadership for the overall church, entrusting the implementation of that direction into the hands of Ministry Focus Area leaders, under the leadership of the Senior Pastor. Focus Area Servant Leaders are held accountable by the SLT for fulfilling the SLT's direction. This system of organizational leadership, known as Policy Governance, allows the SLT to focus its gifts and time on their biblical mandate to lead and shepherd the church, while allowing ministry leaders the opportunity to maximize their gifts and talents as they lead their ministries and make practical decisions on how to implement and carry out the direction provided by the SLT.

Policy Governance®

Policy Governance®, an integrated board leadership paradigm created by Dr. John Carver, is a groundbreaking model of governance designed to empower boards of directors to fulfill their obligation of accountability for the organizations they govern. As a generic system, it is applicable to the governing body of any enterprise. The model enables the board to focus on the larger issues, to delegate with clarity, to control management's job without meddling, to rigorously evaluate the accomplishment of the organization; to truly lead its organization.

Servant Leadership Team Membership (Minimum as required by *Book of Discipline*)

1. Chairperson	Irene Hoffman
2. Lay Leader	Bessie Decker
3. Staff Parish Relations Committee Chairperson	Evelyn Kirby
4. Finance Committee Chairperson	Sally McClellan
5. Treasurer	Shelia Cernak
6. Trustee Chairperson	Don Lewis
7. Lay Member to Annual Conference	Lee Kessinger
8. Grow Up Servant Leader	Patti Boone
9. Grow Deep Servant Leader	Curtis Pearson
10. Grow Out Servant Leader	<i>In Prayer</i>
11. Family Ministries Coordinator	Rev. Gary Priddy
12. Pastor of Caring Ministries	Rev. Kyung-hee Sa
13. Senior Pastor	Rev. David Bennett
14. Secretary (non-voting)	<i>In Prayer</i>

Notes:

- In case of absence, an SLT member may send a non-voting ministry representative.
- Church members can bring an item to the SLT, but will need to follow communication guidelines. The process to do so will be clearly communicated and posted on the website.
- Each meeting will include a time for "church member" comments.
- SLT will only overturn/refer back a decision made by another team/committee if it goes against a policy of Kent Island United Methodist Church or it does not align with our vision.

- Decisions will be made by reaching consensus.
- A training event for the Servant Leadership Team will be held in July/2011.
- A congregational meeting will be scheduled in January/2012 to receive feedback.

Ministry Focus Areas: Replace Council on Ministries effective July 1, 2011

Grow Up Focus Area

Purpose: Guided by the Grow Up Servant leader and resourced by the Senior Pastor, the Grow Up Focus Area will make practical decisions on how to implement and carry out the direction provided by the Servant Leadership Team (SLT) and give input to the SLT on current direction and for future goals.

Current Direction from SLT: Plan and enable engaging, passionate worship with an intentional focus on families. This worship will glorify God and strengthen people's desire for God.

Grow Deep Focus Area

Purpose: Guided by the Grow Deep Servant leader and resourced by the Family Ministries Coordinator, the Grow Deep Focus Area will make practical decisions on how to implement and carry out the direction provided by the Servant Leadership Team (SLT) and give input to the SLT on current direction and for future goals.

Current Direction from SLT: Plan and implement events, activities, and programs that develop a culture that encourages members to feel a part of the KIUMC community. This community should create disciples and transform families.

Grow Out Focus Area

Purpose: Guided by the Grow Out Servant leader and resourced by the Pastor of Caring and Servant Ministries, the Grow Out Focus Area will make practical decisions on how to implement and carry out the direction provided by the Servant Leadership Team (SLT) and give input to the SLT on current direction and for future goals.

Current Direction from SLT: Plan and nurture a culture of sharing the Good News of Jesus Christ in our church, in our community and in the world through acts of service and relational evangelism.

Servant Leadership Model Details

Meeting Schedule (monthly)

Finance: 1st Tuesday at 7:00 in Conference Room

Trustees: 2nd Tuesday at 6:30 in Conference Room

SLT: 3rd Tuesday at 6:30 in Seminar Room

SPRC: 4th Tuesday at 6:30 in Conference Room

Nominating: 5th Tuesday in 6:30 in Conference Room

Grow Up FA: 1st Wednesday @ 6:30 in Room 212/214, beginning August 3, 2011

Grow Deep FA: 1st Wednesday @ 6:30 in Room 216, beginning August 3, 2011

Grow Out FA: 1st Wednesday @ 6:30 in Room 218, beginning August 3, 2011

Note: Focus Areas are meeting on the same night to encourage collaboration. By meeting on Wednesday nights, childcare will be provided and they can gather for a meal at Connections.

Minutes

Every Committee/Team/Ministry must select a secretary and take minutes. Minutes must be approved at next meeting and filed in the church office.

Expectations of Ministry Leaders and Members

Leaders are committing to serve the church and live with the highest ideals. All leaders will be asked to live together in covenant. Covenants can be found on pages 6 and 7.

Communication Model for All Ministries.

Use of Yammer: *Yammer is a private and secure social network specifically for businesses.*
Minutes sent out electronically to committee members 5 days before a meeting.
Note: Because of the confidential nature of the SPRC, they will not post their minutes online.
Detailed agenda to be sent out with Minutes.
Note: Agenda includes expected action of each item, which may be no action.
Deadline to get items on Agenda one week prior to meeting.
All meetings to be publicized in the church bulletin for 2 Sundays prior.
A Consent Calendar will be used when necessary to receive reports.
Post all committee minutes on website.
Note: Because of the confidential nature of the SPRC, they will not post their minutes online.

What boards or ministries will not continue as of July 1, 2011?

1. Administrative Board (replaced by Servant Leadership Team)
2. Council on Ministries (replaced by Ministry Focus Areas)

What happens to other committees and ministries during after July 1, 2011?

Unless otherwise noted before July 1, 2011, all KIUMC committees and ministries will continue serving in their present capacity until one of the following criteria is met.

1. It is decided by the associated Ministry Focus Area that the ministry will continue.
2. The ministry's responsibilities are being cared for by the associated Ministry Focus Area or another group as determined by the Ministry Focus Area and the ministry is disbanded.
3. It is determined by the Ministry Focus Area that the responsibilities of the ministry do not align with our vision and the ministry is disbanded.

Staffing Recommendations

The task of discerning a Staffing Model supporting the vision of our church became a greater challenge when the Finance Committee recommended that the staffing budget be reduced by \$108,000. Because of the personnel decisions that would need to be made, the Staff Parish Relations Committee took on this responsibility with input from the SLMIT.

Below is the new staffing model for KIUMC which was approved by the Administrative Board on April 26, 2011.

Senior Pastor (Full Time)

The Senior Pastor (SP) is a full-time appointment by the Bishop of the Peninsula-Delaware Conference and as such will perform all the duties required of an ordained pastor including preaching, teaching, baptisms, weddings, funerals and counseling. The SP will partner with the Grow Up Focus Area, Ministry Support Focus Area and Servant Leadership Team and the Grow Deep and Grow Out Focus Areas when appropriate to facilitate ministry that will help KIUMC to fulfill their vision to

Grow in Christ, transform families and change the world. The SP will provide overall leadership and direction to the church congregation and staff.

Pastor of Caring and Servant Ministries (Full Time)

The Pastor of Caring and Servant Ministries (PCSM) is a full-time appointment by the Bishop of the Peninsula-Delaware Conference and as such will perform all the duties required of an ordained pastor including preaching, teaching, baptisms, weddings, funerals and counseling. The PCSM will partner with the Grow Out Focus Area, and other Focus Areas as appropriate, to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world.

Family Ministries Coordinator (Full Time)

The Family Ministry Coordinator is responsible for recruiting, training and equipping volunteers to lead our children, youth, and young adult ministries to empower, encourage and equip parents to be the primary shepherds for the spiritual formation of their children.

Music Coordinator (1/8 Time)

The Music Coordinator will partner with the Grow Up Focus Area to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world. The Music Coordinator is responsible for coordination of the music ministry.

Choir Director (1/4 Time)

The Choir Director will partner with the Senior Pastor, Music Coordinator and Grow Up Focus Area to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world.

Organist/Pianist (1/4 Time)

The Organist/Pianist will partner with the Music Ministry and Grow Up Focus Area to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world.

Nursery Coordinator (1/4 Time)

The Nursery Coordinator is responsible for recruiting, training and equipping volunteers to serve the youngest in our family by providing a safe and nurturing environment in the nursery. The Nursery Coordinator is a part-time paid staff position responsible for the development and implementation of the Nursery Program at Kent Island United Methodist Church.

Office Manager (Full Time)

The Office Manager will partner with the Ministry Support Focus Area to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world.

Ministry Assistant (Full Time)

The Ministry Assistant (MA) will partner with the Grow Up, Grow Deep and Grow Out Focus Areas to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world. The MA will have a special emphasis in providing administrative support to the Grow Out Focus Area.

Treasurer (1/2 Time)

The Treasurer will partner with the Ministry Support Focus Area to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world.

Facilities Manager (Full Time)

The Facilities Manager will partner with the Ministry Support Focus Area to insure the KIUMC grounds and facilities are maintained at a high level of appearance, cleanliness, safety and working order in order to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world.

Custodian (1/2 Time)

The Custodian will partner with the Ministry Support Focus Area to insure the KIUMC grounds and facilities are maintained at a high level of appearance, cleanliness, safety and working order in order to facilitate ministry that will help KIUMC to fulfill their vision to Grow in Christ, transform families and change the world.

Kent Island United Methodist Church

Servant Leadership Team Covenant

We, the **Servant Leadership Team** (SLT) of Kent Island United Methodist Church, covenants to serve the congregation's vision and mission as well as the members of the congregation. We shall create an atmosphere of compassionate candor by presuming good faith, actively listening, not interrupting, and staying in relationship with one another, even in conflict. We shall respect our time together by honoring our commitments, being prepared for meetings, and handling non-meeting business outside of SLT meetings. We shall focus on policy, not micromanagement. We shall stand by our group decisions and speak with one voice.

Servant Leadership Team members are expected to attend all duly called meetings and actively participate in carrying out the mission of the SLT. Members who for any reason are unable to fulfill their responsibilities for a period of six months or more or who, because of changed circumstances, come to anticipate that they shall be unable to fulfill their responsibilities for an extended period shall be expected to submit their resignation. The chairperson of the SLT shall follow up with members with unexpected absences and the secretary shall direct a letter to any SLT member who fails to attend any two consecutive meetings of the board, calling attention to this provision.

SLT members will attend a weekend retreat every year at the church's expense.

As a servant leader at Kent Island United Methodist Church I covenant to:

1. Place regular worship attendance above other obligations.
2. Pray daily for the church's mission and values, asking where God will use me this day.
3. Financially support the Church and God's work through regular tithes, gifts and offerings in an amount appropriate to being a good steward of the resources God has provided me.
4. Practice service with God's people each week as a part of my own spiritual development.
5. Be a witness to the transforming love of God in my life.

Note: The first five qualities are the vows we all take when we join the church, so they actually are behaviors expected of all church members. When leaders model this behavior the congregation will take their own vows more seriously as well.

6. Know the vision and purpose of the Church and embody the core values of the church.
7. Be responsible not only for doing an excellent job in my own area of service, but also for being a role model and mentor for others.
8. Hold myself and others accountable for commitments and promises and encourage faithfulness in the completion of tasks as a sign of valuing and caring for others.
9. Keep the focus of the Church's life on the vision, journey, purpose and core values of the Church while believing in God's ongoing power to change lives.
10. Reinforce the empowering nature of the Church by encouraging others to find new ways to extend and expand the ministry of the Church.
11. Embrace the need for change consistent with the vision, purpose and journey of the Church.

Name

Date

Growing in Christ. Transforming families. Changing the world.

Kent Island United Methodist Church Ministry Leader* Covenant

We, ministry leaders of Kent Island United Methodist Church, shall attend all duly called meetings and actively participate in carrying out the mission of our ministry area. Ministry Leaders who for any reason are unable to fulfill their responsibilities for a period of six months or more or who, because of changed circumstances, come to anticipate that they shall be unable to fulfill their responsibilities for an extended period shall be expected to submit their resignation. The Ministry Area Servant Leader or chairperson shall call any Ministry Leader who fails to attend any meeting of the ministry area without notice and the ministry's secretary shall direct a letter to any member who fails to attend any two consecutive meetings, calling attention to this provision.

As a ministry leader at Kent Island United Methodist Church I covenant to:

1. Place regular worship attendance above other obligations.
2. Pray daily for the church's mission and values, asking where God will use me this day.
3. Financially support the Church and God's work through regular tithes, gifts and offerings in an amount appropriate to being a good steward of the resources God has provided me.
4. Practice service with God's people each week as a part of my own spiritual development. I will find spiritual growth and fulfillment in growing and spreading our faith to others.
5. Be a witness to the transforming love of God in my life.

Note: The first five qualities are the vows we all take when we join the church, so they actually are behaviors expected of all church members. When leaders model this behavior the congregation will take their own vows more seriously as well.

6. Know the vision and purpose of the Church and embody the core values of the church.
7. Be responsible not only for doing an excellent job in my own area of service, but also for being a role model and mentor for others.
8. Hold myself and others accountable for commitments and promises and encourage faithfulness in the completion of tasks as a sign of valuing and caring for others.
9. Keep the focus of the Church's life on the vision, journey, purpose and core values of the Church while believing in God's ongoing power to change lives.
10. Reinforce the empowering nature of the Church by encouraging others to find new ways to extend and expand the ministry of the Church.
11. Embrace the need for change consistent with the vision, purpose and journey of the Church.

Name

Date

*This ministry leader covenant is for any member of a committee, ministry, team or area.

Growing in Christ. Transforming families. Changing the world.

Kent Island United Methodist Church

Resolution to Adopt *Servant Leadership Model* of Governance

Approved December 1, 2010

Whereas, it is the goal of Kent Island United Methodist Church (KIUMC) to live out our vision to grow in Christ and change the world by embodying our mission to “Grow up, grow deep, grow out as the body of Jesus Christ”; and

Whereas the 2008 Book of Discipline states: “The church council shall provide for planning and implementing a program of nurture, outreach, witness, and resources in the local church. It shall also provide for the administration of its organization and temporal life. It shall envision, plan, implement, and annually evaluate the mission and ministry of the church. The church council shall be amenable to and function as the administrative agency of the charge conference.” ¶ 252; and

Whereas the official *Church Council Guidelines* state that a church council should be structured to reflect KIUMC’s vision for discipleship and that terminology is important only as it represents our understanding of God’s call to us (pg. 13); and

Whereas the Long Range Planning Committee recommended to the Administrative Board on May 6, 2003 that our church should consider a new administrative structure that would “match structure and staffing to support our vision” and “organize program responsibility around the areas identified in our vision”; and

Whereas the elected leadership of Kent Island Methodist Church met at Union Wesley United Methodist Church on November 5-6, 2010 to consider a new governance model for KIUMC; and

Whereas the Administrative Board of Kent Island United Methodist Church met on Tuesday, November 9, 2010 and unanimously approved recommendation of a new governance model for KIUMC to this 2010 Church Conference;

Be it therefore resolved, that, the Administrative Board of Kent Island United Methodist Church recommends to the 2010 Church Conference a change from the ministry model of Administrative Board and Council on Ministries that is currently in place to an integrated Servant Leadership Model.

The Servant Leadership Team will serve as the “keeper of the vision” and lead KIUMC as we strive to live out our vision to grow in Christ and change the world by growing up, growing deep, and growing out as the body of Jesus Christ.

Be it further resolved, that, an implementation team be formed with the task of presenting to the 2011 Church Conference the Servant Leadership Model’s detailed organization including recommendations for paid staff positions. The implementation team members shall include, but not be limited to, the Administrative Board Chairperson, Council on Ministries Chairperson, Lay Leader, Senior Pastor, Church Administrator and a representative from the Staff Parish Relations Committee, Finance Committee and Trustees.