

Overview of this book

Please note that the many legal and liability issues of employment for which the congregation is responsible should be considered with the aid of qualified professionals, since state and federal laws change over time and may vary according to the size of your church staff. Although this book may help you to identify legal questions that need to be addressed in your congregation, obtain specific advice from local counsel for these issues.

The five chapters of this book focus on mission, ministry, service, discipleship, and leadership. Each chapter ends with a section that will allow you to "Think it out—check it out" and see where your congregation is on target. Reproducible tools that relate to the chapters appear in the back of the book. The following overview highlights the main topics in each chapter.

Chapter 1: Called to Mission

The mission of the church challenges us to participate in the gospel in a changing world.

- The mission of the church
- Understanding our culture
- Staffing for mission in postmodern times

Chapter 2: Called to Ministry

Whether they are clergy or laity, called or hired, all are sent to minister alongside one another and the members of their congregations. This shared ministry requires planning.

- Using fair and equitable personnel policies
- Planning for shared ministry on your staff
- Developing job descriptions
- Remuneration and support
- Withholding and tax requirements

Chapter 3: Called to Service

Just as the staff carries out responsibilities on behalf of the congregation, the congregation has responsibilities to carry out on behalf of the staff.

- Recruitment
- Interviews
- Calling or hiring
- Employment and the workplace
- Staff support
- Lifelong learning
- Evaluation
- Corrective action and dismissal
- Changes in the staff team

Chapter 4: Called to Discipleship

Staff members are called to discipleship individually and as a team.

- Loving God
- Loving one another
- Growing in faith
- Effectively using gifts
- Called to discipleship together

Chapter 5: Called to Leadership

Staff members work with clergy and lay leaders in the congregation and serve as leaders themselves.

- Staff leadership
- The head of staff
- Staff leaders and volunteer leaders

This book is for pastors, congregation councils and presidents, committee members and chairs, and staff members. Using this book, pastors can consider needs for new staff members, ways to interact with an existing staff, and necessary safeguards for staff members. Your council can look at strategic planning for staffing, your congregation's organizational structure and where the staff fits in, and your legal and organizational responsibilities to staff members. Committee members and chairs can learn how to better work with the staff of a congregation through leadership development and a shared understanding of authority lines and clear boundaries. Staff members can use this book to challenge themselves to mission, ministry, service, discipleship, and leadership.