

PROCESS FOR PROVIDING FEEDBACK TO CLERGY
FROM MEMBERS OF THE CONGREGATION
IN PARTNERSHIP WITH THE MINISTERIAL RELATIONS COMMITTEE

Following Christ's example, members of the United Church of Christ in New Brighton are encouraged to give feedback to the Clergy through direct conversation, as they would any other member of the congregation. Recognizing that such conversations are sometimes difficult and can benefit from additional conversation partners, the Ministerial Relations Committee also encourages members to call on the Committee for assistance. Affirmative comments as well as suggestions for improvement are welcomed by the Committee and the Clergy as we work to improve our ministry.

The Clergy and the Committee have established, as part of each meeting, a time to review "Ministry Result Areas," (particular areas of ministry which, for the benefit of the Clergy or of the congregation, are focus areas for work at any particular time.) Ministry Result Areas can, and do, change from season to season to accommodate and reflect the growth of the ministers and the changing needs of the ministry.

The Committee advises the church Council that they are meeting regularly, and the Ministry Result Areas on which they are working with the Clergy. The Committee seeks, as much as possible, to protect the privacy of all individuals with whom they are working.

Issues that do not require follow-up action may be brought to the committee and/or the clergy any time.

If a member or members of the congregation have a concern about a particular aspect of Clergy leadership that does require follow-up, they are encouraged to invite the Committee to partner with them and the Clergy to address the concern. The concern, articulated in writing, must include the following information:

- Any specific incidents or actions from which the concern arises
- Specific areas of ministry or leadership seen to be affected by the concern
- Specific suggested changes that could help alleviate the concern
- A signature. (At least one member of the Ministerial Relations Committee needs to know who has expressed the concern.)

This information will be used by the Committee to articulate a Ministry Result Area for the Committee and Clergy to address together. The Committee will discuss the concern at its next regularly scheduled meeting, or sooner if it deems necessary. The Committee may contact the author(s) of the expressed concern, if needed, for clarification or additional information.

Together, the Committee and Clergy will develop an action plan to address the concern. This plan will outline specific steps to be taken, assign responsibility for action, and provide a means of measuring progress. The action plan will include follow-up communication with the member(s) who expressed the concern. The Ministry Result Area, action plan, and progress will be reported to the Council in the usual manner.

If the Committee's response to the concern is unsatisfactory to the author(s) of the concern, the Council will determine any further action, as per Article XI, section d. of the constitution and by-laws of the United Church of Christ in New Brighton.

The Ministerial Relations Committee presents this process for the purpose of building community within the congregation, as well as strong relationships between Clergy and Congregation.