

## **GUIDE FOR WRITING A JOINT STATEMENT**

The final step in the annual assessment process is for the clergy and the chair of the Staff/Pastor Parish Relations Committee to write a joint statement, (one to two pages), which will be submitted to the District Superintendent. This should be viewed as a process of bringing clarity and final consensus to the goals for the next year of ministry together.

The following elements should be included in the joint statement:

- A. A listing of the A priorities agreed upon in the process
- B. A statement of how the clergy's spiritual gifts line up with those priorities
- C. What specific actions will the Committee be undertaking to assist the clergy in maximizing his/her gifts in the meeting of the priorities
- D. If there are any areas in which consensus could not be reached, they should be listed along with a proposed processes for addressing these areas of disagreement
- E. A description of how the Committee intends to support the clergy in his/her ministry in the year ahead
- F. A description of how the Committee and the clergy will be working in covenant together to meet the spiritual needs of the church and the larger community

The letter should be signed by both the chairperson of the SPRC Committee and the clergy. In churches where more than one clergy is appointed there should be a separate statement for each clergy. One copy should be kept by the Committee, one should be kept by the clergy and the original is to be sent to the District Superintendent along with the Prioritization of Ministry: Consensus Building between Clergy and SPRC worksheet.



## JOINT STATEMENT BETWEEN CLERGY AND SPRC

### “Our Understanding of Our Ministry Together”

Church Name: \_\_\_\_\_

City: \_\_\_\_\_

District: \_\_\_\_\_ Date: \_\_\_\_\_

**JOINT STATEMENT BETWEEN CLERGY AND SPRC**

**Clergy Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SPRC Chair Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_