

# ***Clergy – Parish Mutual Ministry Agreement***

## **The Clergy and the Parish:**

The Clergy and vestry will attend to the three phases of the Mutual Ministry Cycle (mutual planning, doing the work and the mutual review). In so doing yearly expectations with clear goals for the community as whole are to be established within the context of a vision or long-term mission.

The mutual planning and discussion should focus on these four main areas of parish life:

- 1.) Worship: Including Eucharist, Daily Prayer and Office and Personal Devotions.
- 2.) Doctrine: Including gaining understanding of the approach in the Episcopal Church to Scripture, Tradition and Reason.
- 3.) Action: Including the Christian approach to Service, Evangelism, and Stewardship
- 4.) Oversight: Includes the leadership exercised by clergy and other parish leaders to assure that the parish is a place where the faithful find spiritual direction and guidance. Where the parish is a transforming and Christianizing community, and where management and administration of resources takes place in support of the Christian journey.

At least every six months for the first two years, and then at least annually, the Clergy and Vestry agree to meet and discuss these four areas of parish life focusing in particular in each of the four areas on:

- 1.) Where the parish has been in the past,
- 2.) Where the parish is now,
- 3.) And where the parish hopes to go in the future.

These discussions and reviews should be conducted so as to result in:

- 1.) A shared understanding of the interlocking responsibilities of clergy, lay leaders, and parishioners, in each of the four areas and the sub-areas they include, and
- 2.) Mutually develop plans for how each will exercise their gifts and talents for ministry in order to strengthen and build up the parish, as clergy and people go forward in the Christian journey.

The basic questions to be asked and answered in each of the four main areas of parish life are these: How are things? How can they be better? How will we share the responsibilities for making them that way?

Please attach goals and or review of ministry  
Sign and date goals and review annually.

## **Performance Reviews for Clergy:**

A review is to improve performance: to affirm what is going well and to revise mutual expectations. It is never to resolve conflict. With a review process clear and reliable feedback can be given and received as a way to strengthening relationships. This process can help to minimize or eliminate unrealistic expectations. It is also a time for the clergy to renew personal and parish goals. Please check our website for a sample process.