



# MINISTERS FORUM NEWSLETTER

## ASSESSMENT & EVALUATION

*"LET A MAN EXAMINE HIMSELF*

*(Boards, Committees, Teams etc)*

*"Able Men"*

*Moreover  
thou shall provide  
out of all the people  
able men such as  
fear God, men of  
truth, hating  
covetousness and  
place such over them,  
to be rulers of  
hundreds, rulers of  
fifties,  
rulers of tens.*

*Exodus 18:21*

*Precious Greetings to the Shepherd, Manager and Servants of the Most High God— our Lord and Saviour Jesus Christ:.*

It's a New Year! It is a time when assessment of the past and the making of plans for the future are conducted. As you may have observed all the Functions and Principles of Management identified in our discussions since September last year are all taken from the Garden of Eden in the process of Creation. You would have also observed that after God was finished creating Earth He paused and looked at his creation (Assessment and Evaluation) and He concluded that something/someone was missing and He created Man – after which He said "it was good" - He had achieved His desired objective, He was satisfied.

The same should be true for Pastors and leaders— now that you have come to the end of another year it is a good thing to Evaluate/Assess how well you have or have not performed and determine what can be done differently or sustained for the new year that you have been given to continued making a difference.

*Assessment & Evaluation* is like the store owner who at the end of the year takes stock of what was bought at the beginning, during the year and what is left at the end of the year. It is also the time when they decide what sells the most and why; as well as, what did not sell and why. This is what will guide the future of the business. The same is true for the church where it should be assessed from what was planned to be done and what has been achieved for the Lord during the year.

It is also the time to decide what strategies did not allow the achievement of the goals established and what will be done to achieve the desired goals. This is also the time when workers/leaders are selected or reappointed (or not appointed) to serve. Every minister including the Pastor should examine 'Self' both as an individual and in their assigned capacities and determine their willingness and capability, through the help of the Lord, to contribute to kingdom building. *To help in this process the Evaluation Form attached might be useful in the process.*

*"Able men"*

One thing is certain is that Pastors cannot do the work of the Lord alone; and just as the Lord in His journey on earth selected capable/able men (some teachers, some preachers etc) Pastors need to do likewise. According one of the trainers of

*Why  
we don't  
evaluate  
Ministry— See  
if you agree  
with the  
writer— at  
Attachment 1*

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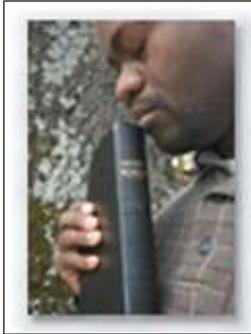
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**"One Lord, One Faith,  
One Baptism."  
Ephesians 4:5**

## ASSESSMENT & EVALUATION

“LET A MAN EXAMINE HIMSELF” *Cont’d*



### A Recommended Book for Ministers

*A Guide for all church leaders*

#### EFFECTIVELY LEADING

The book is a Guide for all Church Leaders contends that while much of what church leaders do may be efficient (adequately keeps the church operating), they are often ineffective (do not produce results that which accomplish their desired or true goals.

Each section give priority to the areas church leaders must face in determining whether current programmes, approaches, policies and functions are, in fact, resource-effective in accomplishing the goals Jesus established for the church.

Based on extensive research and consultations the theme of the text is that church leaders be both

*Efficient & Effective.*

By:

Rev. Dr. Peter Patterson  
Evangelical training Association (1995)

Pastors and leaders Bishop TD Jakes—Pastors in their selection should surround themselves with three (3) categories of persons, namely *Confidant*, *Constituents* and *Comrades*.

Rev. Jakes defines **Confidant** as the person(s) who the Pastor is comfortable with; and who is around because of the Pastor and not necessarily anything else. **Constituents**, according to him are those who are with the ‘cause’ the Pastor represents, that is, to support the mission and will work well with the Pastor for the cause. They are like ‘scaffoldings’ which are up against the building (Pastor) to support it until the building is sturdy enough to be removed. When the scaffold is down (Mission accomplished) they back off until another job or building is to be built (job to be done) .

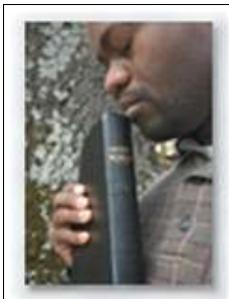
The Pastor also needs **Comrades** who are in the fight with him **not because of you the Pastor, nor the cause/mission but** they are with him **because of what they either support, believe or against**. Comrades, according to Rev. Jakes are like the Pharisees and Sadducees who under normal circumstance they would be fighting each other but when Jesus was in their town they joined together to question Him or his actions The strategy is—as a Pastor you need to know who is who among you so that you can maximize their potential to achieve the mandate of the church—your Ministry. The truth is, you may never truly know everyone but God knows and He will guide you.

In completing the series on “Management of God’s Business” the focus at this time when Pastors are assessing Stewardship and thinking about the “best fit” to assist in the work of the church is on selecting ‘able men’ and women to form Boards, Committee, teams etc to ensure the one ‘accordness’ of the church. Establishing these should be with the understanding that accountability is essential for any properly functioning church. Accountability is simply being responsible for one's actions.

**Recognizing and obeying the one in charge brings security and order to a church** because each person looks to the leader for direction and accountability, and he or she provides guidance for working through questions or problems that arise being ultimately responsible for the activities and productivity of the group. Church leaders—Church members are essential for the health of the Body of Christ. Believers are to honor and respect leaders and to

*Let every soul be subject unto the higher powers. For there is no power but of God: the powers that be are ordained of God”*  
(Romans 13:1).





submit to one another and walk in humility. (See Ephesians 4:11–16, Hebrews 13:17, and I Peter 5:1–11.) Each person is accountable to God for his actions, whether he is in authority over others or in a position under authority. God is not prejudiced by culture, education, position, or wealth, and He will judge each person according to His righteous standards.

Human **authorities are accountable for how they exercise their authority**. They are responsible to provide direction for those under their care. **Those under authority are accountable to God for their responses to authority**. Since God placed authorities over us, to obey them is to submit to God’s design and authority in our lives. If an authority asks us to do something that is wrong, we need to appeal to him and explain why we cannot violate God’s laws. *“Whatsoever ye do, do it heartily, as to the Lord, and not unto men; knowing that of the Lord ye shall receive the reward of the inheritance: for ye serve the Lord Christ”* (Colossians 3:23–24). *“. . . Yea, all of you be subject one to another, and be clothed with humility: for God resisteth the proud, and giveth grace to the humble.*

Accountability is a foundational premise on which all relationships are built. As children of God, children of earthly parents, parents of our own children, employees, employers, and citizens of communities, **each of us must wisely carry out His responsibilities** both as an instrument of authority and as one who is submitted to authority. Thus, God’s design can be implemented in our relationship with Him, our families, our communities, and our nations. In the work of the Lord **Church Boards** and **Committees** are important in the following contexts:

### **CHURCH BOARDS—Responsibilities**

Church Board responsibilities include:

1. **Strategic Planning:** The board is responsible for articulating the church’s core mission and developing a strategy and plan to achieve it. This is done by going through a formal strategic planning process which includes development of a Vision and Mission, as well as, overseeing the development of operational goals that map out steps for achieving the Mission and mandate of the church.



2. **Managing Performance:** The board is responsible for monitoring and holding leadership accountable for achieving results. This is done by developing annual **church goals** and holding the top leaders responsible by providing them with authoritative boundaries for achieving goals. For example, the Pastor should understand the boundaries of his authority for making (or cause to be made) tactical decisions about the day-to-day operations of the ministries and by extension the church.

3. **Financial Oversight:** The board is responsible for the organization’s responsible stewardship, financial accountability and sustainability by approving and overseeing the annual church budget. This includes providing input and direction into strategy and priority in spending, as well as, ensuring that the strategy set-forth has the financial resources for implementation. This financial oversight includes identifying independent outside auditors to perform occasional audits to ensure good business practices and compliance with the laws of the land.



#### 4. **Managing Compensation:**

The board is responsible for chartering a compensation committee that is responsible for benchmarking (quality or level) of top church leader's compensation, making recommendations for pay and allowance as deemed appropriate.

5. **Ensure Legal Compliance:** Church boards are responsible for adhering to laws that govern nonprofit organizations. This includes the duties of care, loyalty and obedience which is the board's responsibility to participate in decision making and use good judgment, set aside personal interests to ensure the organization's interest are kept and ensures that the church stays true to its core mission by complying with governing laws.

6. **Monitor Conflict-of-Interest:** The board is responsible for ensuring there are no conflicts-of-interest and puts policies and systems in place to ensure full disclosure of any potential conflicts within the organization or the board.

7. **Maintain Supporting Documents and Board Records:** The board is responsible for ensuring all board records are kept including board minutes, mission, vision, values statement, church bylaws, articles of incorporation and any policies that govern the board function

### **Getting the best of CHURCH COMMITTEES**

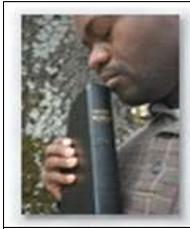
Practically every church has at least one committee or something similar. However, mention the "C" word and many church leaders experience a sinking feeling inside accompanied by the feeling that there are far more important things than sitting in boring often frustrating meetings! Yet effectively run committees can be rewarding because there are potential riches to be gained from the range of experience, expertise, and insights from committees. Committee members grappling with tough issues can bring about meaningful results and sound decision-making that can be very important in church life.

Before a Committee is established the purpose must first be established and deemed necessary. There must be clearly defined within the context of other decision-making bodies in the church. The life-span of the committee must be determined and the appoint of committee members with the necessary skills & experience must be considered in keeping with the purpose of the committee rather than friends or just those who are willing & available.



It is a known fact that *committees can outlive their usefulness* and are kept going because of the emotional attachments and customs. Often time we may hear "we have always done it this way" to keep committees going when they are not really needed. Leaders should evaluate their existing committees and assess their necessity—the question should always be asked whether or not the committee could do better as a "temporary task force" of 2 or 3 persons engaged (as the need arises) rather than forming a committee.





There is the awareness that Constitutions , By-laws or other organizational laws have entrenched the establishment of committees, but these might need to be re-assessed within the context of their effectiveness and use of time.

**TEAMS— A Leader is as good as his team.**

A Team is simply a group of people with complimentary skills brought together to achieve a common purpose for which they hold themselves accountable. Team comes in different types—those that recommend things after they have researched and recommend solutions; those that run things, that is, have formal responsibility for leading groups in different direction; and those that make or do things that is functional groups that perform on going tasks. The pastor may even choose to combine persons with different skills to particular jobs.

Teams are considered effective when together they achieve high level of performance, members are satisfied working together and the groups are viable. They (teams ) are good for organization/churches and can make better decisions and have increased commitment to action.

**RESOURCE PERSONS**

One of the beautiful things about the body of Christ is that it is full of resource person, what the world of work would call Consultants. These are person prepared by God with specific knowledge and skills in different areas. It is a fact that the Pastor and Ministers are not knowledgeable in all areas and at different points will need some specialist advice; this is where these resource persons come—they will be called upon as the need arises to provide information /advice on matters that will inform decision-making and enhance a process that will enhance and enrich the body of Christ and by extension Kingdom building.

*Deacons*  
 The office of Deacon was created for the purpose of handling the benevolence ministry. According to Church Administration Magazine, Nov, 1959 their responsibility was to assist the Pastor in the Spiritual ministry of shepherding and caring for the flock and free the Pastor to Preach. They were expected to take care of the Church's physical need

**General Congregational support for effectiveness—FEEDBACK**

What members have to say is important if Ministry is going to be effective. Without the Congregation there will be no need for Pastors, Ministers, Boards, Committees and Teams. All these are put in place to effectively minister to the Saints and to get those who are not saved, Saved. So how do leaders hear from fellow leaders or the general membership? This can be done by simply—asking them in general conversation or through a questionnaire—A sample questionnaire is attached *Church Evaluation Questionnaire* .

With Performance Evaluation , Assessment and self examination comes changes and adjustments for improvement. For many people who have labored in church for a number of years, (having span generations) the idea of change can be frightening which to them is not just a change in methodology but a departure from the generation that builds the church to which they have strong ties. Leadership therefore, needs to carefully build upon the past and celebrate the past contribution that people have made giving the assurance that the church is not breaking away but is moving ahead on the foundation which was established—enabling new people to value the contributions of others.



Having evaluated or examined the ministry, the church must forge ahead and make the necessary adjustment that will take the church where the God of Creation destined it to be and to do. Without a doubt I am sure that Ministers of this great Gospel knows how to guide or be guided but here are **some ideas to start the move ahead:**

- **Ministry Renewal**—Hear from God—Get started with Prayer and Fasting.

This (renewal) will happen when the heart is passionate about the word and work of the Lord and those who are spiritually lost.

- **Listen to the Congregation** and strengthen the fellowship through conversation—it might be necessary to break out in groups and discuss topical issues and allow members to participate and buy into the plans of the church. When members are clear on the plans they participate/cooperate better because they were properly briefed or were a part of the decision-making process.
- **Place emphasis on the next generation** and minister to them with what is happening generally in mind. Address generational issues for better understanding and greater participation from both young and old(er).
- **Encourage the members don't deflate them by throwing words at them from the pulpit.** This can be awfully discouraging. Saints should not leave the house of God discouraged from the pulpit; there must be a greater sense of future—people without hope are those who have stopped setting goals because they feel they will not be able to achieve them, but rather encourage them to set easily attained short-term goals which will provide a feeling of success and future in the congregation.

After the congregation is mentally ready: **Embark on your Social Responsibility**

- **Develop strategies to become more visible in the church community** where members can be motivated to work on soul winning strategies of/for the church and their personal evangelism ideas. One strategy that seem to be underutilized is ***“soul winning from the backside of the mountain”***. Soul winning from the backside of the mountain does not necessarily start with doctrine (Acts 2:38) it start with the model Jesus left us when in His journey He came upon multitude of people and he did just get into their midst and preach to them, the first thing He did was to feed them— He ministered first to their common human need of hunger then he preached to them.

This example is profound to me because many times our only concerned is to preach without a care of what the person is going through. We need to live a life that they see that we care and on being convinced that we care the desire to be like us will be evoked along with the desire to know your God. One wise man said “don't just be in the community, let the community be in you”.

The church for the New Year and beyond must seek at all times to impact the different communities that it operates in—we are the closest replica of the God we serve. and what we reflect are how our God is seen. May the years ahead be our most productive as we organize ourselves and resources toward Kingdom building..

***Ministers Be Blessed !!!!! as you continue the work for which you have been called.***