

Ministers Week

Pastor-As-Administrator



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AdminIsMinistry.com


Ministers Week

Outline of Workshop

- I. Minister as Shepherd
 - a. Scripture
 - b. First Tasks
- II. Claiming and Communicating Vision and Mission
- III. Assessing the Gifts of the Church
- IV. Sustainability and Growth
- V. Admin 101
- VI. Question & Answer

Resource Packet Includes

- I. Church Administration Is Not...
- II. Summary of “Pastor as Shepherd/Leader / Insights from Jesus” (Maxwell Bible)
- III. Vision Frame: The Five Irreducible Questions of Leadership (Auxano)
- IV. Gift Assessment Diagram
- V. Ministry Life Cycle & Change Images (NACBA Presentation, Rex Miller)
- VI. Admin 101
 - a. Top 5 Reasons Churches are in Court (Church Law & Tax)
 - b. Getting to Deductible
 - c. Additional Resources and Links



Church Administration is NOT...

- ... striving to maintain comfort.
- ... keeping the church "busy".
- ... putting dollars before people.
- ... people-pleasing.
- ... busy work.

Church Administration IS...

- ... asking the hard questions.
- ... matching resources with mission.
- ... a spiritual gift.
- ... foundational and flexible.
- ... a tool to share the Good News.

Pastor as Shepherd/Leader Insights from Jesus¹

He preached: Matthew 4:12-17

Then called other leaders: Matthew 4:18-25

Matthew 4:18-25

¹⁸As he walked by the Sea of Galilee, he saw two brothers, Simon, who is called Peter, and Andrew his brother, casting a net into the sea—for they were fishermen. ¹⁹And he said to them, ‘Follow me, and I will make you fish for people.’ ²⁰Immediately they left their nets and followed him. ²¹As he went from there, he saw two other brothers, James son of Zebedee and his brother John, in the boat with their father Zebedee, mending their nets, and he called them. ²²Immediately they left the boat and their father, and followed him.

²³Jesus went throughout Galilee, teaching in their synagogues and proclaiming the good news of the kingdom and curing every disease and every sickness among the people. ²⁴So his fame spread throughout all Syria, and they brought to him all the sick, those who were afflicted with various diseases and pains, demoniacs, epileptics, and paralytics, and he cured them. ²⁵And great crowds followed him from Galilee, the Decapolis, Jerusalem, Judea, and from beyond the Jordan.

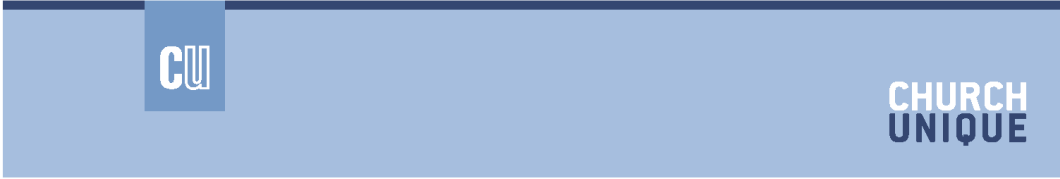
- He found them in the course of his everyday world.
- He handpicked them.
- He called them to become leaders.
- He used language they understood.
- He took them on a journey and demonstrated leadership.

First task of a leader is to define core values

- Matthew 6:1-7:27
 - Do the right things for the right reasons (Matthew 6:1-8, 16-18)
 - Pray God’s agenda, not your own (6:9-13)
 - Relationships are important (6:14-15)
 - Prioritize eternal things, not temporal things (6:9-14)
 - God’s kingdom is paramount; seek it first (6:32, 33)
 - Judge yourself before you judge others (7:1-6)
 - If you need something, ask; if you have something, give (7:7-12)
 - Stay true to your convictions; don’t wander from the narrow path (7:15-20)
 - If you’re still not convinced that Jesus gives a list of core values, look at Matthew 7:12, where he summarized the law in a single statement.

¹ Maxwell Leadership Bible, Thomas Nelson, 2007

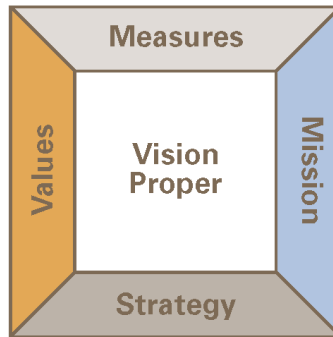
Vision Clarity – Communication & Mission



The Vision Frame

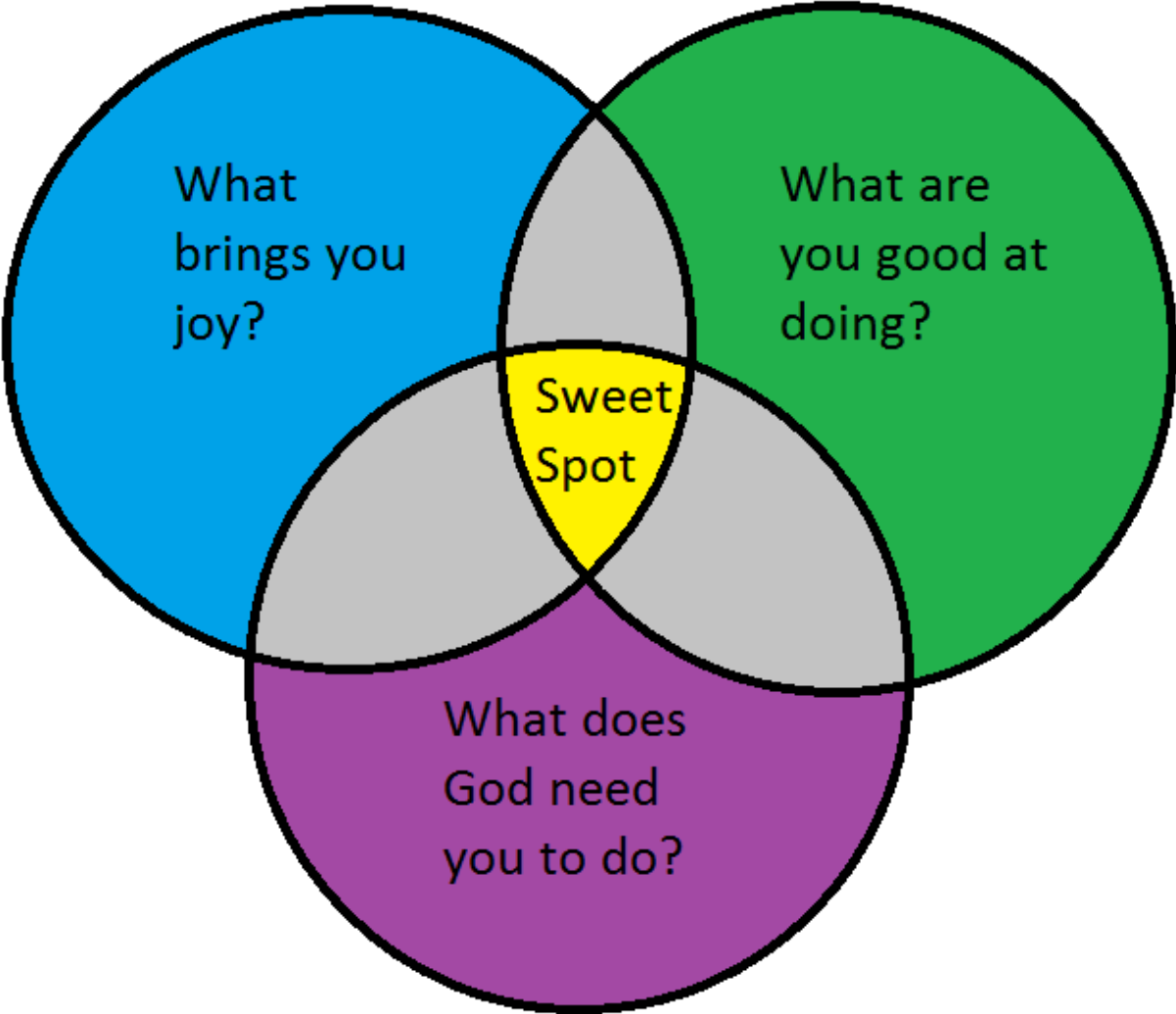
The Five Irreducible Questions of Leadership

Frame Component	Missional Reorientation	Answers	Irreducible Question of Leadership
Mission	^m Mandate	Question <i>zero</i>	What are we doing?
Values	^m Motives	Question <i>hero</i>	Why are we doing it?
Strategy	^m Map	Question <i>how</i>	How are we doing it?
Measures	^m Marks	Question <i>now</i>	When are we successful?
Vision Proper	^m Mountaintop + <i>Milestones</i>	Question <i>wow</i>	Where is God taking us?

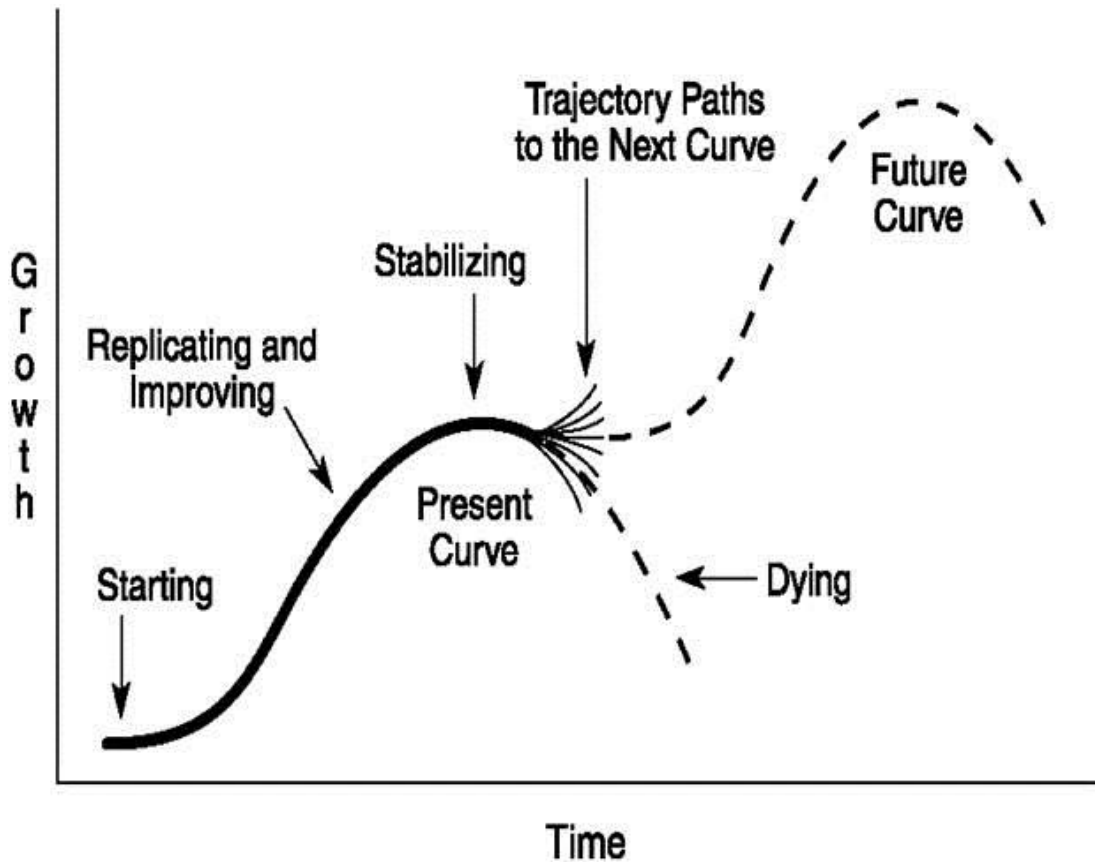


² ChurchUnique.com, Vision Frame Overview, Auxano, 2008.

Assessing Gifts – For the church, for your minister, for yourself



Ministry Life Cycle – For Church, Leadership, and Programs



Admin 101

"Is there anyone here who, planning to build a new house, doesn't first sit down and figure the cost so you'll know if you can complete it? If you only get the foundation laid and then run out of money, you're going to look pretty foolish. Everyone passing by will poke fun at you: 'He started something he couldn't finish.' "Or can you imagine a king going into battle against another king without first deciding whether it is possible with his ten thousand troops to face the twenty thousand troops of the other? And if he decides he can't, won't he send an emissary and work out a truce? "Simply put, if you're not willing to take what is dearest to you, whether plans or people, and kiss it good-bye, you can't be my disciple. "Salt is excellent. But if the salt goes flat, it's useless, good for nothing. "Are you listening to this? Really listening?"- Luke 14:28-34 (The Message)

“The 3 Deadly Sins of Church Administration”

- Thinking freedom of religion means the church doesn’t have to follow the law.
- Policies and procedures are what goes into place AFTER something bad has happened.
- Staff & Volunteer management and care—that thing the pastor does.

Why is administration important in ministry?

- Pastoral Implications
 - Counting the cost. What might that mean?
- Strategic Implications
 - Making plans.
- Functional Implications
 - Effective ministry. Both/and

Top 5 Reasons Churches End Up in Court

	2010	2011	2012	2013	2014
Reason #1	 Sexual Abuse of a Minor	 Sexual Abuse of a Minor	 Sexual Abuse of a Minor	 Sexual Abuse of a Minor	 Sexual Abuse of a Minor
Reason #2	 Personal Injury	 Property Disputes	 Personal Injury	 Insurance Coverage Disputes	 Personal Injury
Reason #3	 Property Disputes	 Personal Injury	 Insurance Coverage Disputes	 Religious Freedom	 Property Disputes
Reason #4	 Insurance Coverage Disputes	 Zoning	 Property Disputes	 Property Disputes	 Insurance Coverage Disputes
Reason #5	 Zoning	 Insurance Coverage Disputes	 Zoning	 Personal Injury	 Affordable Care Act*

*This category for 2014 included cases involving churches and religious organizations.

Getting to Deductible

Gift

Transfer of ownership
No strings
No dominion and control
Can suggest designation
No goods or services received

Deductible

Receives tax deduction
Receives no value or goods
Enables church
Can participate in church action
Values real property gifts

Must own designation
Responsible for holding gifts "in trust"
Held to solicited designation
Gifts are different than income
Doesn't value real property

Donor

Church

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Additional Resources & Links



AdminIsMinistry.com

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[NACBA \(The Church Network\)](http://NACBA.org)

[Church Law & Tax Report](http://ChurchLawandTax.com)

[Church Finance Today](http://ChurchFinanceToday.com)

[Church & Clergy Tax Guide](http://ChurchandClergyTaxGuide.com)

[Compensation Handbook for Church Staff](http://CompensationHandbookforChurchStaff.com)



ChurchLawandTax.com

Reducingtherisk.com

[MinistrySafe.com \(online child abuse awareness training\)](http://MinistrySafe.com)

[Frank Sommerville Articles](http://FrankSommerville.com)



[Pastor, Church & Law: All Four Volumes](http://PastorChurchandLaw.com)

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