

Role/Function of Ministry Management Team(MMT)- Central SDA Church

MMT is based on two premises:

1. Every member is a minister.
2. Every believer is uniquely gifted by the Holy Spirit. He or she is to contribute to the health and growth of the church by using the gifts that God has given.

Goal: To match the various gifts and passions of members with ministries. MMT will attempt to empower people to reach their unique and unlimited potential for God.

Functions of MMT:

The work of MMT will include the following:

1. Filling vacancies as needed. MMT will attempt to align members with various ministries in church by gathering a personal profile of each member(whenever possible) and using the information as basis for decisions. They will fill offices according to a staggered term schedule.
2. Establishing new ministries. Any new ministries must first be approved by church board.
3. Evaluating length of terms of church offices. Any changes to length of terms will come as recommendations to church for vote during a duly called business meeting.
4. Recommending church board positions. Any changes to make up of church board will come as recommendations to church for vote during a duly called business meeting (not a church worship service.) The changes will be noted at the bottom of the report presented to the church.
5. Offering a ministry fair once each year. This helps create awareness of how one can use his or her gifts in ministry.
6. Offering a spiritual gifts workshop twice per year. This helps members to discover their gifts and how to use them at Central church.
7. Providing support. MMT will meet with ministry leaders no later than mid-way into their term. (It may be sooner for new leaders in ministry.) This interview will help MMT know how leaders are doing, see what resources they may need, and to determine what training is needed.
8. Offering training workshops. At least one Sabbath each year will be designated for training of ministry leaders and members in the church. The type of workshops offered will vary from year to year.

9. Encouraging ministry leaders to give proper feedback. Ministry leaders will want to provide positive and constructive feedback to team members. When a problem arises with how a team member is functioning in his or her ministry responsibility, the leader of that ministry will be encouraged to meet with team member. They will discuss what is happening and look at ways to improve the situation. If the problem continues to persist after the meeting has taken place, then the ministry leader may want to share concerns with either MMT, the elders, Sabbath School council, Personal Ministries Council, Peacemakers Team, etc. for further help and guidance.
10. Evaluating any changes to ministry positions *at end of term*. MMT will announce to the church when they are about to review/fill ministry positions for the new group of ministries. They will also provide a survey to ministry leaders asking how they felt about their ministries and their interest level in serving again. Both items will give members and leaders an opportunity to give input to MMT on the various ministry positions. MMT will review this information as they consider filling positions for the new term.
11. Addressing personnel issues that may arise *during a term*. MMT will work closely with the peacemaking team, board of elders, and ministry leaders in addressing issues which may arise during term. Depending on the type of issue at hand, MMT may direct the issue to one of these ministries. MMT will follow the process outlined in Matthew 18 and ask members who have particular concerns to first approach the team member involved. When member feels that issue has not been adequately heard, then he or she will be encouraged to bring a second person with him or her in sharing concern. (ie. ministry leader, elder, pastor, member.) Once these steps have been taken and the issue has not been adequately addressed, then member will be encouraged to take issue to the ministry leader. As necessary, the ministry leader may bring issue/concern to MMT for further consideration

Filling Church Vacancies:

When filling a vacancy at any time throughout the year, the committee will present nominations(s) to church via church bulletin. There will be a first and second reading of report by MMT, with a minimal of a week between the readings. A vote will be taken at the second reading. Any concerns by members can be addressed to the chair and/or any member of MMT during the week. The chairperson must be notified immediately so that a meeting can be called to hear concerns.

Selection of new MMT members:

The MMT committee shall be made up of eight members who serve a two year term starting on July 1 of the first year and ending on June 30 of the second year. The term for half of the committee members will end on alternating years so that there is continuity from year to year. At the end of one's term, committee members are either replaced or re-nominated for the new term.

There is a term limit of two consecutive terms. A member is eligible to serve again on MMT once he or she sits out for at least one year. Whenever MMT meets, a quorum of five of the eight members are required to be present the entire meeting in order to conduct church business.

Qualifications for MMT:

1. Spiritually mature
2. Demonstrate ability to discretely handle confidential information
3. Tactful
4. Manifests the gift of discernment
5. Displays sensitivity in dealing with church members

Who should serve?

One who is committed to gift-oriented ministry and feels that God is leading them to be part of the Committee

Time commitment:

Approximately two to four hours per month. MMT meets on the first Tuesday of every month. Members are expected to regularly attend to ensure that quorum is met.