Florida District

Churches of the Nazarene

‘Team Florida’

Mission Area Coordinator

Guidelines

Edited 7-8-2013

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Church of the Nazarene

Mission Area Coordinator

Job Description

**I. Mission**

 Enriching the lives of fellow pastors and their families through meaningful relationships with fellow pastors, spiritual, physical and emotional development and a shared Missional focus.

**II. Selection**

The Mission Area Coordinator (MAC) is more a missionary than a manager, more an apostle than an administrator. The mission area facilitator is selected by the District Superintendent with the approval of the DAB.

**III. Term of Office**

MAC’s are appointed to serve for one year concurrent with the district calendar and may be renewed on an annual basis.

**IV. Responsibilities**

A. Connection: To aid pastors and congregations in connecting with God’s unique plan, for His unique church in their unique neighborhood.

 1. Introduce all new pastors to Mission Action Planning

 2. When possible train and develop pastors, church boards and leaders in Mission Action Planning.

B. Community: To facilitate fellowship and camaraderie among pastors and the pastor’s familiy.

1. To create activities that minister to the needs of pastors, their spouses, and their children

2. To bolster morale among the ministers serving in that mission area

3. To welcome new pastors to the zone, assisting in their integration into the district family

4. To aid the DS in organizing new pastor installation services.

5. To shepherd the shepherds on the mission area.

B. Cause: To facilitate a mission area strategy to advance the cause of Christ and the mission of the Church such as:

1. Evangelistic impact

2. Discipleship and lay training

3. Pastoral training

4. Church planting through local churches

5. Team effort with zone auxiliary chairpersons

C. Cooperation: Upon the request of the District Superintendent and/or Advisory Board, to fulfill specific assignments on their behalf. These may include:

1. Conducting board meetings following a pastoral resignation to care.

2. Upon the pastor’s resignation, work closely with the DS in facilitating the search process for a new pastor.

3. Conduct the installation service of a new pastor, if the District Superintendent is unable to attend.

4. Oversee the organization of new congregations, if the District Superintendent is unable to attend.

5. Assist in local church conflict resolution at the request of the District Superintendent.

6. Assist in self-studies, church board retreats, leadership development, etc. as requested by local churches.

7. To conduct the regular pastoral review when requested by the District Superintendent.

D. Communication: To facilitate communication between the churches and the district resource center.Pastor’sReview Procedure

Step 1: DRC informs Mission Area Coordinator of upcoming review

Step 2: DRC mails review questionnaires to local Church Board Secretary

Step 3: Date for the review may be set by the DRC or MAC in consultation with the Pastor

Step 4: Review questionnaire responses are returned by the local Church Board Secretary to the DRC and tabulated. (DRC office staff is preparing to move the church board responses to an online process)

Step 5: DS and MAC will discuss the review results in preparation for the meeting with the church board

Step 6: MAC will receive the tabulated review responses via email and will make copies for all church board members

Step 7: MAC will meet with the Board and Pastor. All reviews are conducted in an executive session of the church board.

Step 8: The DS will spend time will all MACs to acquaint them with practices, protocol and strategies regarding Pastoral Reviews.

Profile for the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mission Area

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Are there churches in your Mission Area that could benefit from a work and witness team? Which ones?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. When is the best time for your pastors to come together? Week day? Week night? Weekend? How often? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Where are the potential New Start sites in your mission area? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. How many of your pastors are bi-vocational? Name them.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. How many of your pastors have school-age children in the home? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. What percentage of your pastors would be in the following age groups? Under 30\_\_\_\_,

 30-39\_\_\_\_, 40-49\_\_\_\_, 50-59\_\_\_\_, Over 60\_\_\_\_.

1. What are some of the major needs among your pastors? Please be Specific

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1. How many of your pastors attend District and Mission Area events? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_