

Recommendations on Supervisory Relationships:

1. All participants in the supervising relationship cultivate a healthy respect for and use of the following documents:
 - A. LICENSE AUTHORIZING A LAYMAN TO SERVE AS A DEACON
 - B. A REQUEST FOR PERMISSION TO BE SERVED BY A LAYMAN AS A DEACON
 - C. DIPLOMA OF VOCATION (Authorizing the Supervisor)
 - D. A POLICY CONCERNING THE USE OF DEACONS.
 - E. GUIDELINES FOR A PASTOR SUPERVISING THE WORK OF A DEACON.
 - F. GUIDELINES FOR CONGREGATIONS REGARDING THE PERFORMANCE OF PASTORAL FUNCTIONS WHEN NO ORDAINED PASTOR IS AVAILABLE.
 - G. GUIDELINES FOR CONGREGATIONS, PASTORS AND LAY MINISTERS IN THEIR MUTUAL MINISTRIES.
2. All participants in the supervising relationship exercise responsibility to keep Documents for Licensing updated and copy on file with the Office of the District President.
3. All participants in the supervising relationship practice a regular devotional prayer and study time together, holding up each other and the ministry.
4. All participants in the supervising relationship schedule regular times to review mutual ministries, and celebrate ministry experiences, successes.
5. All participants in the supervising relationship consciously focus mutual ministries on increased outreach requiring limited fund increases.
6. All participants in the supervising relationship take the initiative to do alternative multi-cultural ministry.
7. All participants in the supervising relationship establish provision to be accountable to one another for their mutual ministries.
8. All participants in the supervising relationship honor the unique educational and experiential backgrounds of each other.
9. All participants in the supervising relationship give affirmation and encouragement. “How are you doing?” “How and I doing?”
10. All participants in the supervising relationship provide stimulation toward continued education and facilitate other people in doing their ministry.

SPECIFIC SUGGESTIONS:

1. Adopt the three stage model for Licensed Deacons: (Goal is to have them function on their own)
 - A. Parenting (recruiting them, teaching them, hands on)
 - B. Mentoring (licensed supervision...checking work...)
 - C. Coaching (trust relationship builds...Affirmation..Resourcing)
2. Preaching supervision: (parenting-check sermons weekly for one year) (mentoring-review sermons monthly, year two, quarterly year three) (coaching-discuss sermon preparation annually, and provide resources quarterly)
3. Communication and Support:
 - A. Parenting – meet weekly (office/lunch) for sharing, Bible Study, prayer
 - B. Mentoring – meet monthly for ministry review, celebration and devotionals
 - C. Coaching – meet quarterly for strategic planning and mutual care-giving
4. Resourcing: provide a box of 20 resource materials for preaching, teaching, leadership training and personal growth on a quarterly basis. (Concordia Resource Library is an option)
5. Contract arrangements – Areas of Responsibility:
 - A. Parenting – Establish a contract arrangement for annual review.
 - B. Mentoring – Review and renew on a biennial basis.
 - C. Coaching – Congregational review and renew arrangement at least every five years.
6. Accountability:
 - Work up a Strategic Mission Plan – review progress on mutual plans between the pastor and Licensed Deacon each sharing their own plan quarterly.
 - Mutual care-giving on personal appearance, conduct, decorum, listening skills, sensitivity, time commitments, etc.
7. Continued Education:
 - A. Courses: LAP/MTC Internet, DELTO, CU credit, SMP, etc.
 - B. Commitment to “Tracking the Spirit” Church Planting.
 - C. Training and Mentoring other lay leaders.
 - D. Specific Culture and language study.