

# On Methodism

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## PPR or Staff-Pastor-Parish Relations Committee — Explained

Because of the importance to the ministry of the local church of the pastor and staff, members of this committee are expected to be engaged in and attentive to their Christian spiritual development and able to engage in biblical and theological reflections on the mission of the church—especially the ministries of the local church.

The committee is made up of five to nine laypersons (church members or associate members), one of which should be a young adult. No staff member or immediate family member of a pastor or staff member may serve on the committee. The lay member who is the delegate to the annual conference will be on the committee. The lay leader of the church is an ex officio member of the committee without a vote (if not elected to the committee). Only one person from an immediate family residing in one same household shall serve on the committee. Each layperson serves a three year term, with 1/3 of the committee retiring each year and being replaced. Retiring members of the committee are not to succeed themselves. In addition, the pastor is expected to attend all meetings unless he voluntarily excuses himself.

The committee meets quarterly, though it may meet more often. It may also be called upon to meet with the district superintendent or bishop. The pastor or any staff member shall be notified prior to any meeting at which his or her employment is discussed and be brought into consultation immediately thereafter.

Duties of the PPR committee include the following:

(1) They confer and counsel with the pastor and/or staff in keeping the church's ministry effective and running smoothly, especially concerning conditions within the congregation that affect relations between the pastor or staff and the people. (2) They help the pastor and staff set priorities in the use of their time and skill in relation to the goals and objectives of the church pertaining to their relationship with the congregation.

(5) The committee develops and approves written job descriptions and titles for associate pastors and staff members. (10) They make recommendations for additional staff or contractual employees and develop written procedures for the hiring, contracting, evaluating, promoting, retiring, or dismissing of staff personnel who are not subject to Episcopal appointment. The PPR committee is responsible for recommending to the church council a provision for adequate health and life insurance, pension benefits, and severance pay for all lay employees.

(9) The committee may also recommend a change of pastors. (3,6) They annually evaluate how effective the pastor and staff members are in their respective ministries and identify continuing education needs or plans. This can include ensuring time and financial assistance to the pastor or staff for continuing education or spiritual renewal events, and encouraging staff members to seek professional certification in their fields of specialization. Committee members recommend to the charge conference lay preachers

and persons for candidacy for ordained ministry. –Book of Discipline (Year 2000), pp. 164-168. (Numbers in parentheses designate paragraph sections in the Book of Discipline.) ❖❖❖

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