

Christian Reformed Home Missions

Coaching/Supervision/Partnership Arrangements

DRAFT - SAMPLE

Home Missions Regional Leader's (HMRL) Role:

1. Primarily responsible for the oversight and supervision of the planter and the Church plant during the initial funding cycle.
2. Appoint a coach and maintain regular contact
Receive monthly reports from the appointed coach about the progress of the plant and the growth of the planter and meet quarterly with the coach and planter to give feedback, process any ongoing issues, and to ensure a healthy coach/planter relationship is maintained.
3. Regular contact with the planter
There will be ongoing contact with the planter on the progress of the ministry as well as the relationship of the church planter with the other partners such as the Classical Home Missions Committee (CHMC), the local church committee, Christian Reformed Home Missions (CRHM), etc.
4. Processing the monthly progress reports and any requests for training/ funding.
The monthly reports and any requests for training/additional funding will be processed in a timely way with opportunity for input from each of the partners (Supervisor, Coach, and Planter)

Coaches' Role:

The primary roles of the coach are to:

- Provide coaching and an accountability that assists the planter to focus on the goals and healthy development of the church plant
- Provide information and training for ongoing skill development and self awareness
- Provide guidance and input with regard to the relationship between the planter and the partners.

These roles will be carried out in the following ways:

1. Meet at least monthly with the planter for a two hour session, using GROW (Goal, Reality Check, Options, What Will You Do) as a guide for these sessions. (Whenever possible include the planter's spouse in these conversations)
2. Arrange some on-site learning opportunities at Forest City and other church plants and process these experiences for growth.
3. Provide a monthly Coaching Report to the supervisor (this report will be shared with both the Planter and the Supervisor) that focuses on actions that will be undertaken and names joys and concerns.
4. Meet quarterly with the planter & supervisor to provide feedback, process ongoing issues, and to ensure a healthy coach/planter relationship is maintained. Also, give input to any ongoing requests for funding, changes to the model, benchmarks, or training opportunities.

The Church Planter's Role:

The planter has three main overall responsibilities:

- Assume primary responsibility for the ministry and growth of the new church.
- Take the initiative in setting and meeting the goals and benchmarks for the developing church (together with the ministry team of the plant).
- Maintain healthy relationships and interact in a timely way with the various partners.

Partnering relationships

The planter will work with his supervisor, the coach and the ministry partners (the ministry team, the parent church, the CHMC) and to achieve these goals. Specifically that includes:

The Home Missions Regional Leader

The HMRL provides a formal reporting system with CRHM. The planter will have regular conversations with the supervisor on the progress of the ministry, the information in the reports and the working relationships with ministry partners. Quarterly meeting with the planter and the coach.

The Coach

The Coach provides a personal reporting and accountability system for the growth of the Church. Specifically that includes:

1. Monthly conversations with the coach (possibly more frequent at first)
2. Participate in on-site learning opportunities at various church plants and process the learning with the coach.
3. Review with the coach the reports prepared for all partners using the guidelines from CRHM.
4. Meet quarterly with the coach and the supervisor to provide feedback, process ongoing issues, and to ensure a healthy coach/planter relationship is maintained. Also, give input to any ongoing requests for funding, changes to the model, benchmarks, or training.

The Parent Church:

The planter and the parent church will nurture a positive ministry relationship in keeping with the guidelines for parenting (contained in the Ministry Development Guidelines). Specifically the planter will:

- Meet with a committee to provide updates and prepare regular communication with the congregation.
- Communicate regularly with congregation about the progress and ministry of the church plant
- Ensure that a budget and appropriate financial arrangements are in place.

The Classical Home Missions Committee

The planter will maintain regular personal contact with the CHMC. Specifically that includes:

- Meet in person with the CHMC twice a year to provide updates and review the reports submitted. Where possible the coach will also be present.
- Provide regular monthly reports and other information as requested.
- Participate in the communication of the vision for the church plant to classis and the churches in classis.

Memo of Agreement between Coach and Planter

The purpose of this coaching arrangement

The primary roles of the coach are to:

- Provide coaching and an accountability that assists the planter to focus on the goals and healthy development of the church plant.
- Provide information and training for ongoing skill development and self awareness
- Provide guidance and input with regard to the relationship between the planter and the partners.

The Activities

These roles will be carried out in the following ways in the first year:

1. Meet at least monthly with the planter for a two hour session, using GROW as a guide for these sessions. These sessions will be more frequent in the first 6 months. Whenever possible, spouse will be part of these conversations.

2. Have a weekly phone / e-mail conversation as needed to address a specific issue, provide some necessary information or follow up on an issue of accountability.
3. Arrange some on-site learning opportunities at Forest City and other church plants in the first months and process these experiences together.

Reporting

1. Provide a monthly Coaching Report to the HMRL that focuses on issues discussed, actions that will be undertaken and names specific joys and concerns. (This report will also be shared with the planter)
2. The planter will provide work plans, goals, along with the regular reports to the coach for their monthly meetings.

Accountability

The working relationship between the coach and the planter is defined by accountability for agreed to outcomes. Each session should end with clearly stated expectations of work to be done by when. There will be on-time reporting on progress of this with one another.

Expectations

Early in the relationship the coach and the planter should clearly identify their mutual expectations of this relationship and report these to the HMRL before their first three-way meeting.

Supervision

The coach is accountable to the HMRL. The coach meets quarterly with the planter & supervisor to provide feedback, process ongoing issues and to ensure a healthy coach/planter relationship is maintained.

It is understood that the terms of this agreement will be shared with the leadership of both Forest City and the Cambridge church plant for their information and comment.

Coach

Planter

HMRL

November 2, 2001
(Updated for Guidelines 1/12)