

# **Methodist Church of New Zealand**

## **Te Hāhi Weteriana O Aotearoa**

**Administration Division**  
PO Box 931  
CHRISTCHURCH 8140

**Information Leaflet No. 171**

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## **PARISH REVIEW**

The Parish is a visible expression of the body of Christ in a particular place. It may consist of one or more congregations of members who worship and witness as the people called Methodist. A Parish may be in co-operation with another Church or Churches.

# GUIDELINES FOR THE REVIEW OF PARISH LIFE AND WORK

## General Information

1. The Guidelines are designed to concentrate on the Life and Work of a Parish.
2. The Guidelines are to be used in relation to the new Stationing procedures in that **the review is to take place in the first quarter of the fifth year** of every ministerial appointment.

*(Note: In a multi-presbyter parish the review will relate to the pastorate of the Presbyter serving in his/her fifth year.)*

3. The Review will take place of the process of Triennial Visitation. Separate arrangements should be made by Synods or Synod Property Committees to inspect parish properties as appropriate.
4. It is envisaged that a significant period of time be set aside by the Review Team and the parish for this review.

## Introduction

1. The Review will concentrate on the LIFE and WORK of the Parish.
2. A Review Committee of eight people shall be appointed annually by the Synod to carry out Reviews of Parish Life and Work.
3. A Review Team shall normally be of five people, two Ministers and three Lay persons drawn from the Review Committee. If possible the Team shall include at least one woman, and a young person.
4. The Review Team shall appoint a convener, and a recorder from amongst the members of the Team.
5. The Review Team shall meet with the Leaders' Meeting and/or Parish Meeting. The Team may meet separately with the parish Stewards.
6. The Review Team shall hold a pastoral meeting/s with the presbyter/presbyters, and their spouses, separate from parish officials.
7. The Review Team shall assume that the appointed ordained presbyter or presbyters remain in the Parish unless significant matters relating to the appointment are raised during the course of the review.

8. In the event of such matters being raised the Synod Superintendent and the Convenor of the Review Team shall return to the Parish to deal specifically with that question within 30 days of the Parish Review.
9. The Review Team shall report in writing to the Synod Superintendent and Synod.
10. The Report and any subsequent recommendations of the Synod shall be presented by a member of the Review Team to the Parish Meeting.

### **Specific Agenda Items for the Review**

- The general well-being of the parish; is the parish in “good heart”?

### **Congregational Life**

- The conduct of, and participation in, worship within the parish.
- The quality and effectiveness of group life and lay ministry within the parish.
- The quality and effectiveness of pastoral work within the parish.
- The place of children and youth within the parish.
- The expression of Christian stewardship within the parish.

### **Mission and Ministry**

- The place given to making the Gospel of Jesus Christ ‘come alive’ in this particular context noting cultural diversity, sociological and economic factors.
- The place given to interpreting and enabling the mission agenda of the Methodist Church to be carried out in the parish (e.g. Making Disciples, Bi-Cultural partnership etc).
- The quality and effectiveness of community and other outreach from the parish.

### **Leadership**

- The quality and effectiveness of the Parish Meeting, and Leaders’ Meetings within the parish.

- The role and effectiveness of ordained ministry within the parish and community.
- Provision of leadership for Youth, Children and other groups.

## **Other**

(Any important aspect of the Life and Work of the parish not covered in the above list)

## **Suggested Procedure for Meeting with Parish Leaders**

Noting the above agenda items, in small groups consider:

- (a) What are the strengths of the Parish?
- (b) What are the current weaknesses in the Parish?
- (c) Recognising our gifts, and the needs of the local community, what goals should now be set?

## **Reporting to the Synod and the Parish**

- Reports shall be presented to the Synod and to the parish.
- Reports shall be written and presented in terms of the specific agenda items outlined as above.
- Should the Review Team discover a need for a Connexional resource person to assist the parish e.g. regarding future strategy, ministry, education, evangelism, property etc. Then the Review Team shall advise the Synod accordingly. The Synod shall assist the parish by arranging the visit of appropriate resource person.
- Should a follow up meeting be required with regard to the Ministerial Appointment then the Convenor will advise the Synod Superintendent and report on this matter to the Synod Pastoral Committee or Synod Executive.
- The Synod Superintendent and the Convenor of the Review Committee may recommend that a Presbyterian make himself/herself available for stationing in the ensuing year.