

Adopted December 12, 2000

**2D. Staff Relations Policy**  
Plymouth Congregational Church

Our role as leaders in the life of this congregation can be summed up in the words of Paul, 'Each has his (her) own special gift from God, one of one kind and one of another.' Plymouth Church constitution states that "the purpose of this Church shall be to worship God and to make God's will visible in the lives of people, individually and collectively, especially as that will is set forth in the life, teachings, death and living presence of Jesus Christ." It is this cause and purpose for which we are organized as a Church and it shall be "the first and last item" of our responsibilities as staff here at Plymouth Church.

1. As members of the staff of Plymouth Church we function together in a team ministry. To be effective the team must maintain clarity of leadership roles.
  - a. The Senior Minister is called by the congregation to administer the program of the Church and to oversee all areas of the life, work and worship of Plymouth Church. This is done in cooperation with the Church Council, Boards and Committees of the Church and the staff team. The Senior Minister is ultimately held responsible for all areas of life, work and worship at Plymouth Church, and for the supervision of all other ordained and non-ordained staff.
  - b. The Associate Minister(s) is also called by the congregation and is responsible for duties as defined by the Church and specified by a job description that identifies specific duties and responsibilities.
  - c. Also included on the staff team are other non-ordained staff who are employed by the church council for specified program or administrative duties.
2. The staff team of Plymouth Church shall form one working fellowship serving in and for a cause greater than ourselves, either individually or collectively. Our primary loyalty is to Jesus Christ for whom we labor in this particular place. At the same time, we shall seek to fulfill our individual calling through a humble and loving ministry to those with whom we work and the congregation we serve.
3. As a staff team we are called to develop sensitivity to and respect for one another and to our individual ministries. Members of the staff shall strive to maintain a high level of commitment, honesty, communication, trust and care for one another. Open, honest and constructive communication between staff members shall be the norm. Members of the staff agree to deal with individual faults, mistakes and needs in Christian love and charity. Confidentiality will be upheld, support for one another shall be a priority, and disagreements will be discussed in private and will remain private. This shall not prevent any staff member who believes that he or she has a grievance that cannot be worked out

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with other staff from presenting that grievance to the Personnel Committee in accordance with the Personnel Policies of the church. The church does not tolerate sexual harassment or other forms of illegal behavior towards its staff and encourages such matters to be brought forward to the Personnel Committee. As the authorizing body for ministerial standing, the Northeast Association does have the authority for imposing sanctions at times of proven violations of professional ethics. The Association is guided by policies that are approved by the Board of Directors of the Rocky Mountain Conference, United Church of Christ.

4. Care and concern for the membership and our program and mission shall be a priority for all staff members of Plymouth Church. As a staff team we recognize that the way we deal with people personally is a reflection of not only our individual ministries, but also the staff team and the congregation we serve. We endeavor to support one another in the exercise of our duties so that through our collective and individual ministries we shall contribute to the health and well being of one another and the church.
5. Members of staff will be asked to sign a statement that they have read, understand, and agree to this policy.