



# Guidelines Document Ministry Leaders

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The following document provides guidelines and processes to be followed by every Ministry Leader

Last Updated:

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## Introduction

This document contains important guidelines for Ministry Leaders, Cell Group Leaders, and others who are holding positions of leadership at All Peoples Church. It is important that every one follows these guidelines so that all of us “flow together” as one body.

In 1 Corinthians 1:10 the apostle Paul presented a challenge to the Corinthian church:

### 1 Corinthians 1:10

**Now I make request to you, my brothers, in the name of our Lord Jesus Christ, that you will all say the same thing, and that there may be no divisions among you, so that you may be in complete agreement, in the same mind and in the same opinion. (BBE)**

This is a tall order, but we must strive to have this as a reality at All Peoples Church.

Setting these guidelines for all of us to follow is one important step in making this happen.

NOTE: These guidelines may be expanded, refined, etc. as we grow as a local church.

## Vision

The Ministry Leader is responsible for the overall vision of the ministry they are in charge of. Often, an initial vision is defined and handed to the Ministry Leader to execute. The Ministry Leader is thereafter at liberty to expand, clarify, or redefine the vision for that ministry (a) in consultation with the pastor and (b) in keeping with the overall vision and direction of All Peoples Church.

## Planning and Setting Goals

The Ministry Leader is responsible for developing a plan for their ministry and determining both short and long term goals.

Please keep the pastor informed of your plans and goals on a regular basis. The pastor may have recommendations to help guide the planning and goals that are set.

## Developing Your Ministry Team

At All Peoples Church we believe in Team Ministry, where a ministry is carried out with a group of like-minded members of the church who are committed and passionate about that particular ministry area.



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The Ministry Leader is responsible for selecting and engaging volunteers from the members at All Peoples Church to form their Ministry Team. The size, eligibility and composition of the Ministry Team is left to the discretion of the Ministry Leader.

Carrying out ministry with a suitable Ministry Team has several benefits, including (a) distribution of workload (b) providing opportunity for members to serve in the body of Christ, etc.

The pastor may make some recommendations of members who would be interested/suited to be part of the Ministry Team.

Please keep the pastor informed about your Ministry Team members.

An important guideline in selecting team members is: do not select team members out of partiality, prejudice or personal preference. (1 Timothy 5:21).

Ministry Leaders are also requested to ensure that they are not “used” by individuals or organizations (within All Peoples Church or from outside) to promote those individuals or organizations. Do not use your platform as a Ministry Leader to promote another individual or organization within All Peoples Church.

### **Communication**

Communication with the pastor, other ministry leaders, the church office, with members and general public is important.

While personal meetings and phone will be used, it is likely that Email would become a commonly used mode of communication.

### **Church Website**

You can have a separate pages/links for your ministry created as part of the All Peoples Church website ([www.apcwo.org](http://www.apcwo.org)) where you can put details, provide resources, make announcements, etc., that would be useful. Special events, upcoming calendar of events, etc. can be announced as well. We encourage you to make full use of our church website for your ministry.

Please contact the church office to get this done.

### **Events**

Some of the Ministries would require special events or ongoing events to be held through the course of the year. Here are some general guidelines on holding events.

### **Format of Events**

The Ministry Leader is free to determine the format that would be best for the event(s) that are being held for their Ministry.



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### Organizing Events

For guidelines with regard to publicity, venue, expenses and other details for ministry events, Kindly visit :

<https://www.apcwo.org/apc/documents/guidelines/APC-Events-Management-Guidelines.pdf>

### Guidelines for inviting Speakers

Some events may require the Ministry Leader to invite special speakers, either from those at All Peoples Church or from outside. While we see tremendous value and do encourage inviting guest speakers, we request Ministry Leaders to be **extra cautious** in selecting guest speakers, since a message that is untimely, inaccurate (in doctrine), misaligned (not aligned to the vision and direction of All Peoples Church), impure (out of wrong motive or poor character), etc., can do more damage than good.

Hence, we require that invitation of all guest speakers for ministry events – from those at All Peoples Church or outside – must be first approved by the pastor.

In some cases, we will need to give an offering/honorarium to the guest speaker.

Kindly refer to:

<https://www.apcwo.org/apc/documents/guidelines/APC-Events-Management-Guidelines.pdf>

### Ministry Leaders Meetings

Ps. Ashish and Amy's primary focus is to develop a strong team of leaders at All Peoples Church. With this in mind, all pastors and ministry leaders will be meet monthly for a time of fellowship, study of the Word and prayer. This will usually happen on the last Saturday of the month in the church office. All Ministry leaders are requested to make every effort to be part of these meetings.

### Handling Difficult Situations

In any ministry effort, there will be difficult and challenging situations that arise, e.g. Conflicts between individuals, misunderstanding, need for professional counselling, etc. As a Ministry Leader, if you determine that any situation is beyond your ability to handle, we request you to please inform pastor Ashish, so that the situation can be addressed appropriately.

### Primary Focus

As a church and ministry we must never deviate from the work of the Word of God and the work of the Spirit of God. In all ministry activity, please ensure that the Word of God and the Holy Spirit are allowed to work in the lives of people. All lasting transformation comes because of the Word and the Spirit.

### Personal Life and Character

At All Peoples Church we continuously stress that a person's character is more important than gifting (competence). The true strength of your ministry is not your anointing but your character.



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A Ministry Leaders we must always remember that the greatest message we will ever preach is the life we live.

A Ministry Leader must earn the right to lead and earn the right to be heard. “The man is more than the message. Your message is credible because you are credible. When a man is no longer credible, his message is suspect.” (Dr. Ed Cole)

Maintain inner accountability. “A leader’s character will never rise beyond the flow level of his or her obedience to the Holy Spirit’s dealings with the heart.” (Pastor Jack Hayford)

### **Staying Accountable, Aligned and Connected**

As a Ministry Leader, you have been entrusted by the leadership at All Peoples Church with this ministry responsibility.

- **Stay accountable** to the vision, direction and guidelines that have been provided. Please do not go off “doing your own thing”.
- **Stay aligned** to the overall vision and direction of the church. Stay sensitive to the seasons that the church is going through, so that your ministry reinforces the season that the Lord is taking the church through.
- **Stay connected** with the pastor and other leaders at All Peoples Church through meeting with every one regularly.
- **Stay close** to the heart of the Lord and stay close to the heart of your leader.

### **Succession Planning**

In some cases, a Ministry Leader may have to move on – due to relocating out of the city, or calling into a different ministry role, etc. Therefore, we encourage every Ministry Leader to start thinking early enough on raising up suitable leader(s) who can continue the ministry that they are presently leading.

### **Transitioning**

We encourage every ministry leader to pursue the call of God in their lives. As time progresses, volunteer leaders may see their gifting, calling and anointing grow and develop in their specific area of ministry. The leadership at All Peoples Church, would like to recognize this, and at the appropriate time, **publicly ordain** the leader into that ministry as a **pastor** or appropriate ministry function. At All Peoples Church, we believe that believers do not have to be in “full-time” ministry to be in a ministry office of an Apostle, Prophet, Evangelist, Pastor or Teacher. Hence a business-man can also be ordained into the ministry office of Prophet or Pastor. Some of the ministry offices at All Peoples Church may be held by full-time salaried people and others may be held by volunteer bi-vocational people. Each one serves according to the grace given to them (1 Peter 4:10, 11)