



# SURFACE TO SOUL

Live Well | Lead Well | Coach Well

## Create a Team Covenant

Covenants remind people how we intend to treat one another as we fulfill our mission and vision. Covenants can be created for a one-time event, for a ministry team that meets for one year, or for a congregation that will use it for several years.

### SAMPLE COVENANT | AS MEMBERS OF THIS FAITH COMMUNITY, WE...

- Affirm, encourage, support, pray for, bless, and speak well of each other.
- Appreciate and affirm each other's gifts, backgrounds, and viewpoints.
- Communicate with each other in honest, open, Christ-like ways, speaking only for oneself and not on behalf of others.
- Will be open to new ways of seeing and doing things.

### STEPS | CREATING A COVENANT

- Begin by adding your mission, vision, and values statements to a blank sheet of paper.
- Using bullets found in the covenant listed above, ask participants to give a "thumbs up or down" on each statement, indicating people's willingness to be held accountable for honoring this statement.
- Ask, "What else do we need to add to the list to help our congregation or this leadership team to thrive?"
- Type up the statement. Print a copy for every leader to review. Ask leaders to sign a master copy indicating that they're willing to be held accountable for each of the statements.
- Provide a copy of the signed covenant to all participants and determine when it will be recited.

### GUIDELINES | DEALING WITH DIFFICULT ISSUES OR VIOLATIONS TO THE COVENANT

- Board members are responsible for seeing that the covenant is honored by all parties.
- If a member raises concerns that are relevant to the work of the Council/Board, but does so in an accusatory or inappropriate manner, members should note that covenant boundaries have been crossed, and then ask that the Council member either withdraw his or her comment or rephrase it in a way that leads to constructive dialogue.

### GUIDELINES | ADDRESSING A MEMBER'S CONCERN

- All members have a right to express their opinions about the life and ministry of this congregation as long as the words and actions are constructive in nature and help build up the body of Christ.
- Members should share their opinions and requests in grace-filled ways DIRECTLY with the person or persons involved; and should refrain from discussing, emailing, or writing about these issues with people not directly involved. Council members should ask people, "What would you like me to do with this information?" The council member's role is NOT to speak on behalf of individuals but rather direct them to the appropriate parties. An appropriate response to a member may be, "Is there a reason you're sharing this with me rather than the person you're describing?" Leaders should not speak on behalf of members who are unwilling to speak their truth publicly to the parties directly involved.
- Members may be invited to bring the information to a Board meeting. The time and place shall be given. If a member does not wish to appear in person, the team member shall ask the member for permission to use their name in reporting. If permission is not given, the team member shall say, "I'm sorry but I will not be able to report this to the Board since we do not deal with anonymous letters or comments. You are welcome to come to the meeting and express your concerns."
- If permission is given, the council member shall report the information/opinion to the Council, and use the member's name. Each issue shall be placed on the agenda and written in the minutes along with the action taken by the Council. Action may include: "received as information," "Pastor and/or Chair to visit member and report at the next meeting." etc.



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