**SPRC Frequently Asked Questions:**

**How do I know if my church is receiving a new appointment?**

Appointment season begins in January and usually runs into early May. All open churches and new appointments are announced on the GNJ website every Sunday afternoon during appointment season. If your church is going to receive a new appointment the District Superintendent will be in touch with the SPRC Chair to call a meeting of the SPRC to consult with your committee. No news is good news: if you do not hear from your District Superintendent and your church is not posted as an open church on the website by the end of appointment season, it is safe to assume that your current pastor will be reappointed for the coming appointment year.

**I know the District Superintendent is the pastor’s supervisor overall, but does the pastor have to answer to anyone in the church like the SPRC?**

The District Superintendent is your pastor’s supervisor. However, part of the role of the SPRC is to work with the pastor and all staff on the setting of goals. The SPRC plays an important role in holding pastors accountable to meeting goals set for each year. A key role of the SPRC is to support pastors and accountability is a form of support. SPRC is like the first line of accountability within our connectional system and can build a good relationship with pastors and staff to hold all accountable in Christian love.

**Does the SPRC get involved when there is conflict between church members or is it only when there is conflict between a church member and a staff member or pastor?**

One purpose of the SPRC is to promote unity of the church – it is the responsibility of the team to inform the pastor of an existing conflict regardless of the parties involved so that the pastor can engage appropriately.

It is not the job of the SPRC to fix problems: it is to listen and facilitate a healthy process alongside your pastor.

**It was mentioned during the training that we should include one young adult and one youth on the SPRC. Due to confidential issues discussed, is that a good idea? Can you explain the benefits?**

Young people can maintain confidentiality. There is no conflict of interest as long as the definition of what is it to hold something confidential is made clear to all participants on the committee. If you know that confidences are not being kept by ANY member of the committee, they should be held accountable for that and removed from the committee.

Youth and young adults bring a unique perspective that is a huge benefit to conversations around expectations and goals. They are our present and future. Young people tend to bring out our best and including them on the SPRC provides an opportunity to model Christian maturity and servant leadership.

**Due to confidentiality can the SPRC meeting minutes be shared with the leadership committee?**

All SPRC meetings are closed meetings and the content of meetings are not to be shared outside the group. This is important to developing and keeping trust among committee members. It is a best practice to keep all meeting minutes confidential.

**What should we do if we are working to let go of a staff member?**

Letting go of staff is difficult work that falls to the SPRC in cooperation with the pastor. It can be serious and can even lead to legal implications. The Book of Discipline provides some guidance, but please check in with your District Superintendent about your situation to ensure that they are aware and can offer additional thoughts and guidance. Remember, it is not necessary to share all of the reasons why the person is being let go.

**Are all paid staff of the church under the auspices of the SPRC committee?**

SPRC provides leadership to all members of staff, yes. However there is an important distinction between hired staff and outside contractors. For example, a company may be contracted by the Trustees to handle snow removal on the church property. That contractor would not be overseen by the SPRC.

**How to you make a change in information for your SPRC chair, such as a new email address?**

Contact your [Regional Administrator](https://www.gnjumc.org/regional-office-staff/) to make any changes to your contact information.

**Are Clergy Appraisals the same thing as the Quarterly Check Ins?**

No. Clergy appraisals are a yearly evaluation process that take place in the spring after appointment season. Quarterly Check Ins are only for pastors under new appointment for the first 18 months of the appointment. They are separate evaluations but are complementary to each other and we consult them both.