

Diocese of Western Anglicans



Refocus for Presbyters February 2023

Part B: Refocus

The *Refresh, Refocus Process* is an opportunity for a written and verbal dialogue to take place between a priest in leadership in the Diocese of Western Anglicans and those with whom s/he serves. The form is designed to assess all areas of the mission of the church appropriate to one's calling. Character, calling, collegiality and competence are brought into view with intent to both affirm development and encourage continuing growth.

Instructions: The Part B: *Refocus* consists of nine sections. Each section highlights a specific arena of the ministry of a Priest as derived from Scripture. In order to see how each section contributes to the complete picture:

- Please scan the entire document before beginning to answer the first section;
- After completing each section, the Priest should use the summary at the end of each section to tally the number of points. These points will be added together on Page 6 to give a complete score;
- Using the "Key" supplied, circle the number on the scale below each question that best represents your response. Key:
- 1 = Consistently, 2 = Almost Always, 3 = Intermittently, 4 = Seldom, 5 = Rarely;
- Review this form with the identified person and be sure to give them a copy of it in advance of your discussion. The identified person(s) are listed below:
 - ✦ Rector shares with Vestry or Vestry designated sub-group
 - ✦ Staff Priest shares with Rector
- Thank you for your prayerful assessment.

Servant-Leader: *One who balances serving and leading...*

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. Asks others to do only what s/he is prepared to do	1	2	3	4	5
2. Willingly "pitches in" and assists where help is needed	1	2	3	4	5
3. Goes the "extra mile" to ensure that tasks are done with excellence and on time	1	2	3	4	5
4. Works well as a colleague and encourages others when working on a team	1	2	3	4	5
5. Communicates a clear vision of and sets direction for organizational and ministry goals	1	2	3	4	5
6. Evidences the ability to discover principles and set priorities for the Local Church and its ministry	1	2	3	4	5
7. Is positive and "solution-oriented" in problem-solving	1	2	3	4	5
8. Knows what resources to bring to bear to achieve goals	1	2	3	4	5
9. Identifies wider community environments for prayer and action	1	2	3	4	5
				Total Points this Section_____	

Overseer: *One who leads and manages...*

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. Has a good grasp of the full range of mission and ministry organization, and casts vision of God's Kingdom	1	2	3	4	5
2. Develops and manages relationships with staff, leadership and congregation well	1	2	3	4	5
3. Manifests personal and professional integrity	1	2	3	4	5
4. Is approachable for consultation or advice	1	2	3	4	5
5. Delegates authority to appropriately gifted lay leaders	1	2	3	4	5
6. Maintains an appropriate level of responsibility and gives clear direction to those supervised	1	2	3	4	5
7. Listens carefully before forming opinions and taking action	1	2	3	4	5
8. Treats others with respect, kindness and fairness	1	2	3	4	5
9. Is submitted to authority and consults the Bishop appropriately for guidance	1	2	3	4	5
10. Partners actively with and leads in the Deanery and Diocese	1	2	3	4	5
				Total Points this Section_____	

Priest: *One who leads sacramental corporate worship...*

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. Is regarded in church and community as a Godly leader and Jesus follower	1	2	3	4	5
2. Effectively leads the Local Church to Holy encounter with God in worship by word and sacrament	1	2	3	4	5
3. Celebrates the sacraments of Baptism and Holy Communion as Tradition and rubrics stipulate	1	2	3	4	5
4. Conveys the grace of God to persons through preaching, teaching, the Sacraments and the Pastoral offices	1	2	3	4	5
5. Conducts services of the church appropriate to the Tradition and goals of Anglican worship	1	2	3	4	5
6. Evidences trust in God and a life of prayer on behalf of the people of God	1	2	3	4	5
7. Leads the Local Church to know, understand and practice God's truth as revealed in Holy Scripture	1	2	3	4	5
8. Demonstrates willingness and ability to lead God's people to health and growth as Christ's church	1	2	3	4	5
9. Extends the reach of the Local Church through online platforms	1	2	3	4	5
10. Understands liturgy and the flow of Anglican worship which leads others to God	1	2	3	4	5
					Total Points this Section _____

Preacher/Teacher: *One who effectively communicates God's Word...*

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. Sermons evidence research, scholarship, planning and sensitivity to the assembly's needs	1	2	3	4	5
2. Teaches God's Word with Biblical faithfulness and cultural application	1	2	3	4	5
3. Delivers presentations in a clear and compelling manner or style	1	2	3	4	5
4. Sermons and teachings are credible, enhancing believability and offer options for action	1	2	3	4	5
2. Teaches intentionally and welcomingly seekers, new members and continuing members	1	2	3	4	5
3. Utilizes effective learning modalities including Catechesis, Alpha, Cursillo and others	1	2	3	4	5
4. Is enthusiastic and convincing, inspiring others to action while offering action alternatives	1	2	3	4	5
5. Seeks and receives feedback from the assembly and learns to communicate more effectively	1	2	3	4	5
					Total Points this Section _____

Pastor: *One who "shepherds" the Local Church...*

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. Described by others as caring for the needs of the church, God's people	1	2	3	4	5
2. Counsels with Godly wisdom on the combined bases of God's truth and mercy	1	2	3	4	5
3. Leads the church members to grow toward Christian maturity and organizational health	1	2	3	4	5
4. Leads the church gently, nurturing growth and change with confident stability	1	2	3	4	5
5. Encourages the everyday discipline of Christian love and corrects with compassion	1	2	3	4	5
6. Is benevolent, visiting the sick and tending to the concerns of the needy	1	2	3	4	5
7. Encourages and models "koinonia" through Biblical hospitality	1	2	3	4	5
8. Utilizes, trains and encourages peacemaking and safe ministry practices	1	2	3	4	5
					Total Points this Section ____

Strategic Leader: *One who guides the church through change...*

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. Knows the purpose of the church and articulates it with clarity	1	2	3	4	5
2. Introduces meaningful change with mission-driven and common-sense credibility	1	2	3	4	5
3. Effectively leads from out of the vision for and direction of the church and its mission	1	2	3	4	5
4. Fosters development of the mission of each area of the church	1	2	3	4	5
5. Demonstrates the ability to align arenas of the church to its mission	1	2	3	4	5
6. Sets realistic goals and objectives appropriate to the current stage of the church's development	1	2	3	4	5
7. Capable of causing progress to be evaluated and adjusting change processes as appropriate	1	2	3	4	5
8. Reflects the mission of the Local Church and ministry in the recruitment and assembly of staff	1	2	3	4	5
9. Recruits and raises one or more Lay Missioners for deployment	1	2	3	4	5
10. Prepares written ministry descriptions for lay leaders	1	2	3	4	5
					Total Points this Section ____

Team Leader: *One who servant-leads as a colleague...*

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. Leads with confidence and compassion	1	2	3	4	5
2. Inspires others to lead and invites participation in a collegial, "team" environment	1	2	3	4	5
3. Spends time with individual team members in structured and spontaneous environments	1	2	3	4	5
4. Involves others in shared tasks, supervising progress and complimenting achievement	1	2	3	4	5
5. Invests in others' personal and ministry development by providing opportunities for learning	1	2	3	4	5
6. Develops team growth by encouraging "outside the box" creativity and innovation	1	2	3	4	5
7. Balances team member autonomy with accountability to the team	1	2	3	4	5
8. Expects obedience to God and offers openness to new areas of ministry	1	2	3	4	5
					Total Points this Section ____

Equipper: *One who disciples and trains others*

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. Possesses a strong faith in the Sovereignty of God and fulfilment of His promises	1	2	3	4	5
2. Has a strong interior focus on God's character and is rooted in the Scriptures	1	2	3	4	5
3. Shares spiritual insights with leaders and others, about the conversion and commitment process	1	2	3	4	5
4. Demonstrates an ability to identify, recruit and empower leaders to disciple unchurched people	1	2	3	4	5
5. Effectively "matches" people with tasks in order to achieve "fit", maximizing effectiveness	1	2	3	4	5
6. Intentionally trains leaders and others to lead as the Lord leads according to Biblical models	1	2	3	4	5
7. Encourages holistic Life spiritually, physically, socially, emotionally, psychologically and physically	1	2	3	4	5
8. Holds colleagues accountable for and helps them evaluate spiritual, mission and ministry growth	1	2	3	4	5
9. Actively develops and implements a disciple-making process and plan for Local Church use	1	2	3	4	5
10. Makes space for personal testimony of disciple-making effectiveness among the unchurched	1	2	3	4	5
11. Effectively utilizes mission-focused small groups	1	2	3	4	5
12. Mobilizes members as everyday missionaries	1	2	3	4	5
					Total Points this Section ____

Scoring

To score this *Renew, Refocus* document, transfer points from each section to the chart below.

- Average scores for each area may be achieved by dividing the Total points by the number of questions in each section.
- An overall average score may be achieved by adding all Total Points together and dividing by the overall number of questions.

Area	Total Points	Average Score
▪ Servant Leader	_____	Divided by 9 = _____
▪ Overseer	_____	Divided by 10 = _____
▪ Priest	_____	Divided by 10 = _____
▪ Preacher/Teacher	_____	Divided by 8 = _____
▪ Pastor	_____	Divided by 8 = _____
▪ Strategic Leader	_____	Divided by 10 = _____
▪ Team Leader	_____	Divided by 8 = _____
▪ Equipper	_____	Divided by 12 = _____
▪ Theologian	_____	Divided by 8 = _____
Total	_____	Divided by 83 = _____

Possible Scoring Schemes:

Numerical...

If "1" = 100%
 "1.2" = 96%
 "1.4" = 92%
 "1.6" = 88%
 "1.8" = 84%
 If "2" = 80%

OR

Letter...

"1" = "A, Excellent"
 "2" = "B, Good"
 "3" = "C, Average"
 "4" = "D, Poor"
 "5" = "F, Failing"

Refocus Teambuilding Guide

"Character, calling, collegiality and competence..."

The *Refocus* instrument provides an opportunity for written and verbal dialogue to take place between a person in Clergy Leadership in the Diocese of Western Anglicans and the leaders with whom he/she is actively working in day-to-day ministry.

- + Rector shares with Vestry or Vestry designated sub-group
- + Staff Priest shares with Rector
- + Deacon shares with Bishop and Rector

Please complete this reflection guide in preparation for discussion with your colleagues and share it in advance of the meeting so that your colleagues can engage with you effectively.

1. Important Advances

- A. List what you consider to be your most important advances this year.

- B. In discussion, record what your colleague considers to be your most important advances this year.

2. Management Capacity

- A. Reflect on your capacity to manage the demands of your ministry.

- B. In discussion, record what your colleague considers to be your capacity to manage the demands of your ministry.

3. Greatest Disappointments

- A. Describe your greatest disappointment(s) and/or frustration(s).

- B. In discussion, record what your colleague considers to be your greatest disappointment(s) and/or frustration(s).

4. Mission and Ministry Goals

A. Describe your mission and ministry goals for the coming year.

B. In discussion, record what your colleague would describe as preferred mission and ministry goals for the coming year.

C. In further discussion, develop a list of common goals that may be submitted to prayer and further discussion among the leaders of the Local Church.

5. Mutual Support of Mission and Ministry

A. What might the leaders of the Local Church do to more fully advance the Kingdom of God in partnership with you?

+ Vestry

+ Staff

+ Other Lay Leaders

B. In discussion, record what might the clergy leaders of the Local Church do to more fully advance the Kingdom of God in partnership with you?

+ Rector

+ Clergy and Lay Ministry Staff

+ Other Lay Leaders

Signatures

For Rectors-

Rector

For Assisting Priests-

Senior Warden

Staff Priest

Rector

Date

Please take a picture of this *Refocus* Teambuilding Guide Signature Page and send to the Bishop's office by March 31st at: refreshrefocus@westernanglicans.org.

Appendix 1

VISION AND MISSION

The Diocese of Western Anglicans is a regional association of missional congregations and church plants networked with one another in regions, called Deaneries, that enable clergy and those they lead to share resources, receive mutual encouragement and strengthen one another to fulfill the Great Commission of Jesus wherever the Lord grants us favor. The Diocese of Western Anglicans is one of the dioceses of the Anglican Church in North America, which is a church planting movement that brings the good news of Jesus to North America in a distinctly Anglican way. Dioceses in our movement are often described as representing the 3 classical streams of Christian spirituality, which are: Scripture, Sacrament and Spirit. As such, we engage holistically with those who are built up by God's Word (evangelical), God's Sacramental Tradition (catholic) and God's Holy Spirit (pentecostal).

Vision is always defined by what we can see even if only in our imagination, but Mission is defined by Jesus:

The Great Commandment

"You shall love the Lord your God with all your heart and with all your soul and with all your mind. And, 'Love your neighbor as yourself.'" (Matthew 22:37-39)

"These commandments I give you today are to be upon your hearts. Impress them on your children. Talk about them when you sit at home or when you walk along the road, when you lie down or when you get up." (Deuteronomy 6:6-7)

The Great Commission

"Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely, I am with you always, to the very end of the age." (Matthew 28:19-20)

Ref: Acts 1:8

Ref: Romans 16:25-27

Ref: John 17:14-19

His immense purpose in which we participate by His Great Commandment and Commission, being led by the Spirit, grants us the privilege of sharing in the life and work of His Kingdom. So, it is good to us and to the Holy Spirit to obey His call to us to make disciples of all nations and teach them to obey all He has commanded.

VISION AND MISSION (Cont.)

The Mission of the church does not change but the application of human wills in submission to His will permits infinite variety and tremendous creativity!

Teaching people how to love God and people is a life-long learning experiment by the Holy Spirit in the lives of human beings, one generation at a time. This is God's plan for us. In our time together, we will always be deepening our love life as we incline our hearts toward Him and others. Learning how to 'go and make disciples of Jesus' will require us to orient away from maintaining what we have learned how to do, allowing Him to draw us into our utter dependence upon Him while He uses us to reach others with good news. We should expect that we will be moving one step at a time away from Maintenance and ever toward Mission; from greater Mission toward increasing Reproduction (Multiplication). In this, there are 3 Primary Areas of development:

1. Disciples Making Disciples, who in turn make more Disciples of Jesus
2. Forming Missional Leaders, who lead for the sake of God's Kingdom
3. Multiplying Missional Communities that reach for and serve the world for Jesus

We are approaching work in these three focus areas with an eye toward planting churches on university campuses, urban centers and among ethnic populations, including Hispanic, African-American and Asian communities.

Lay people, no less than clergy, are called to participate in the work of building the Kingdom of God. The Constitution and Canons of our Diocese make plain this narrative and clergy serve as equippers (Ephesians 4:11-13) to empower, strengthen and release the ministry of the laity.

DIOCESAN VALUES

1. **Common Prayer, Worship and Study** (Acts 2:42)
 2. **Great Commandment** (Matthew 22:37-38) and **Commission** (Matthew 28:19-20; Deuteronomy 6:4-7) *communities and their members*
 3. **Collaborative Leading and Community Building**
 4. **Full Commitment** to 'Glocal' Mission (Global and Local)
 5. **Local Church Development** through **Church Planting** and **Missional Community Reproduction**
- Core Principles** of Kingdom Life through *Disciple-making* based on practices of "**imitation**" and "**reproduction**"

Appendix 2

Colleagues and Leaders

Criteria for Clergy Licensure

“And he gave the apostles, the prophets, the evangelists, the shepherds and teachers, to equip the saints for the work of ministry, for building up the body of Christ” (Eph. 4:11-12 ESV)

It is the sacred charge of a Bishop and the clergy under his jurisdiction to provide for the people of God and that such ordained ministers conform themselves and their character both to the writ of Holy Scripture and the Rites and Vows prescribed by the Ordinal of the Anglican Church of North America. Furthermore, all Clergy of this Church and Diocese are to conduct themselves *“in a manner worthy of the calling to which you have been called, with all humility and gentleness, with patience, bearing with one another in love, eager to maintain the unity of the Spirit in the bond of peace”*. To that end, all Priests, Deacons and Authorized Lay Ministers (Lay Missioners, Catechists, etc.) of the Diocese of Western Anglicans, are expected to maintain their “Good Standing” by meeting the standards established by the Diocese for Annual Licensure by the Bishop as established in the Canons of both Province and Diocesan.

- ✦ Any person who has received authority to be a Presbyter or Deacon in any Diocese of this Church owes canonical obedience in all things lawful and honest to the Bishop of the Diocese, and the Bishop of each Diocese owes canonical obedience in all things lawful and honest to the Archbishop of this Church. In the absence of a Bishop, a Presbyter or Deacon owes such obedience to the Ecclesiastical Authority of the Diocese or to the Ecclesiastical Authority of a Diocese-in-Formation.
- ✦ In order to function as a Presbyter or Deacon one must be under the episcopal authority of the Bishop of a Diocese (that Diocese being one’s “Domicile”). No member of the Clergy shall function in any Diocese other than the one in which the member of the Clergy is domiciled within the meaning of this section without written permission from the Ecclesiastical Authority of the Diocese in which the member of the Clergy desires to officiate.
- ✦ Accordingly, this Diocese expects that candidates for ordination in this Diocese and ministers from other jurisdictions who seek to be received into this Diocese will meet and, as a condition of remaining in office, will continue to meet our standards and requirements of the ordained clergy.

- ✦ As a diocese of the Anglican Church in North America, being a part of the One, Holy, Catholic, and Apostolic Church of Christ, we believe and confess Jesus Christ to be the Way, the Truth, and the Life: no one comes to the Father but by Him. Therefore, we subscribe unreservedly to the Fundamental Declarations of the Church contained in the Constitution of the Anglican Church in North America. It is expected that all candidates for ordination in this Diocese and all ministers from other jurisdictions who seek to join this Diocese will, without reservation or purpose of evasion, by appropriate instrument in writing, subscribe unreservedly to the Fundamental Declarations of the Church and to the standards and responsibilities set forth in Title II Canon 1 Sections 1.03 through 1.09.

The following checklist delineates the requirements necessary for maintaining “Good Standing” and receiving either an Initial or Annual Renewal of Licensure by the Bishop of Western Anglicans.

Please note that some criteria are not required to be renewed annually.

Clergy Licensure Checklist

<u>Requirement</u>	<u>Description</u>	<u>Applies to</u>	<u>Frequency</u>
Oath of Conformity	Vow of Obedience required of those Ordained in the ACNA	All Clergy	Upon Ordination and Annually during Renewal of Vows
Background Check	Safe Ministry Background Check	All Clergy and Key Lay Leaders	As condition for Ordination and/or Admittance to Diocese and then every 3 years, thereafter
Safe Ministry Certification	Sexual Misconduct Prevention Training	All Clergy and Key Lay Leaders	Every 2 years
Personal Refresh	Complete Refresh portion of Refresh, Renew, Refocus	All Clergy	Annually
Mutual Renew, Refocus	Complete the Renew and Refocus portion of Refresh, Renew, Refocus	Rector and Vestry; Rector w/Staff Clergy	Annually
Ministry Report	Completed Refresh, Renew, Refocus	All Clergy and those licensed by the Bishop; Vestry members	Annually

Ember Day Letters	Letter Addressed to the Bishop and the Dean providing an update and status report from the correspondent.	All Postulants and Clergy in formation	All Ember Days
Rector & Warden's Manual	Review the R & W Manual; Return signed Acknowledgement	All Clergy, Licensed Laity and Wardens	Annually
Participation in Clergy Gatherings	Deacons or Presbyters' Retreat	All Clergy by Order	Recommended but not required
Participation in Clergy Gatherings	Deanery Gatherings/Meetings/Next Steps or other Conferences	All Clergy	Required unless excused by Bishop
Participation in Clergy Gatherings	Annual Clergy Gathering	All Clergy	Required unless excused by Bishop
Participation in Church Councils	Annual Diocesan Synod	All Clergy	Required unless excused by Bishop
Participation in Church Councils	Annual Renewal of Vows	All Clergy	Required unless excused by Bishop