

## **Salford Pastor Congregation Relations Committee (PCRC)**

### **Ministry Description**

**Purpose:** The purpose of the Pastor Congregation Relations Committee (PCRC) is to promote healthy relationships between the pastors and the congregation and when necessary, to facilitate conversations between pastors and members of the congregation, pastors and the Church Board, and between pastors and other members of the pastoral team. The committee is also tasked with providing support for the pastors with regard to all other issues, either professional or personal, impacting their overall emotional well-being. While the focus of the PCRC is upon pastoral staff, other paid staff members are invited to come to the PCRC with concerns as necessary.

The **PCRC** has a relational and facilitating role. The PCRC will serve in a neutral support and consulting role and make recommendations to the Church Board. Although the PCRC is not responsible for contractual issues such as salary negotiation and tenure reviews, it may be involved as a neutral party in such topics of discussion.

**Responsibilities:** The PCRC attends to both sides of the pastor – congregation relationship. In order to be effective it must maintain a balanced, third-party stance and listen to all voices. PCRC members must be alert to the potential for inappropriate triangling between other congregational members, Church Board, the pastors and the PCRC.

**Confidentiality:** It is of utmost importance that members of the PCRC and pastors hold all matters of concern or discussion with unwavering confidentiality. While certain information needs to be shared with the Church Board, the details of what is discussed in PCRC meetings remains with the PCRC, particularly sensitive information not needed by the Church Board for decision-making.

#### **The PCRC will do the following:**

- A. Support and empower both congregation and pastors to voice affirmation and name areas of strength and growth. Encourage congregation and pastors to participate in direct dialogue with one another as the primary avenue for collaboration, problem-solving and conflict resolution.
- B. Support and empower both congregation and pastors to voice concerns, test perceptions and resolve conflicts through active listening and mutual feedback by being a neutral 3<sup>rd</sup> party. Be available to the pastors in regularly scheduled meetings and upon request and to the congregation upon request. Remind the congregation occasionally of availability and listen for undercurrents not clearly named.

- C. Support and empower pastoral team members to meet regularly to develop mutual support, unity of purpose and mutual accountability. At times, they may encourage the use of an outside resource person to assist the pastoral team when encountering challenges or difficulties.
- D. Assist the pastors with their holistic well-being and professional development and serve as a resource to meet these needs.
- E. Be available on request to meet with the pastors' spouses and family to listen to and provide support. Initiate appropriate congregational responses to any concerns identified.
- F. When needed, communicate sensitively the responsibilities and needs of the pastors to the congregation. Provide feedback sensitively to the pastors of the needs, concerns and expectations of the congregation.
- G. Initiate and oversee mediation between the congregation and pastors in time of conflict.
- H. Consult with the conference oversight person as needed or when a pastor-congregation conflict has gone beyond the resources of PCRC and the Church Board.

**Membership:** The committee shall be composed of 4 to 5 members of the congregation appointed by the Church Board, including at least one representative from the Church Board. Normally these will be persons who do not hold other major leadership positions in the congregation and who have skills in listening, counseling or mediation. They must be able to maintain strict confidence and exercise spiritually mature discretion with sensitive information. Members of the pastoral staff or members of their immediate or extended family should not be members of the PCRC.

**Meetings:** The committee will meet separately with each pastoral staff member at least 2 times per year and with the entire pastoral staff at least once per year. These meetings will include time with the pastor(s) and time spent as a committee alone. Meetings will be held every other month, and on an ad hoc basis as needed.

**Accountability:** PCRC is accountable to the Church Board and will make regular reports to the board.

Framework from Zion Mennonite PCRC Ministry Description and Guidelines for Pastor-Congregation Relations Committee Job Description on Mennonite Church USA website.

Originally from a document by Anne Stuckey.

Approved by Salford Mennonite Church Board, December 16, 2025

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