



MCC OFFICE OF EMERGING MINISTRIES

EMERGING MINISTRY GUIDE

THREE STEPS TO BECOMING
AN EMERGING CHURCH
IN THE UNITED STATES

EDITED SPRING 2015

EMERGING MINISTRY GUIDE

THREE STEPS TO BECOMING AN EMERGING CHURCH IN THE UNITED STATES

TABLE OF CONTENTS

Table of Contents	2
Introduction.....	3
Paths for Emerging Church Partnership.....	4
1. Local.....	4
2. Network.....	4
3. Hybrid.....	4
Step One: Recognition as an MCC Emerging Church	5
Guide to Recognition: The Emerging Church Checklist: ..	5
Step Two: Formation	7
Within the First Three Months.....	7
Within the First Six Months.....	8
Between Six Months and Year-One	9
Year One and Two	9
Step Three: Affiliation.....	10
Criteria for Affiliation.....	10
Emerging Church Affiliation Checklist.....	10
Emerging Church Coaching Program	11
Goals	11
Qualifications to become an Emerging Church Coach....	11
Best Practices.....	11
Leadership Training Program	12
Goals of the Training Program.....	12
Leadership Training Program Format.....	12
Learning Materials.....	12
Methodology and Pedagogy	12
Learning Modules	13
Certification	13
Glossary.....	14
Resources for MCC Emerging Church Development.....	16
Appendix of Forms and Documents.....	19
Leadership Training Program Learning Modules	28
Authors of the Emerging Ministry Guide.....	31

INTRODUCTION

Metropolitan Community Churches (MCC) is committed to encouraging and nurturing the creation of new congregations around the world. This guide serves as a resource for emerging congregations. The larger purpose is to provide framework to create the support and guidance needed so emerging churches can become sustainable and vibrant witnesses of our shared mission. If you are in another part of the world, this guide is presented to you as a general path. The MCC Emerging Church program is developing materials relevant to nations and continents. Please consult with the Emerging Church Specialist, Rev. Rachelle Brown for additional guidance when developing outside of the United States.

To fully engage all aspects of the MCC mission, vision, and values, there are **NEW ways** to carry the message of MCC to **NEW places**. The purpose of this new strategic approach detailed in this guide is to encourage churches, ministries, and persons to participate in the Emerging Church Program. This guide will provide an overview of Paths of Sponsorship and the Three Steps to Becoming and Emerging Church, outline the roles of Mentors in Ministry, and preview training programs and resources available to emerging churches.

While the phrase “emerging church” has various meanings, MCC seeks to “Emerge” strategically and with unprecedented denominational support for new church development. The context of each church will reflect the multiple diversities of MCC within the United States, rather than follow a formula, or set of criteria, associated with the phrase “emerging church” or any specific form of church development.

Each Emerging Church will have a unique path during the initial steps of development. The purpose of the Emerging Ministry Guide is to lead all types of ministries through a discernment process that moves from concept, to small group, a community, and finally to a fully recognized MCC church. All are encouraged to approach this guide as an outline to clarify the common steps for most churches to successfully emerge.

The first part of the Emerging Ministry Guide explores **Paths for Partnership**, a vital resource to create a strong financial foundation. An existing local church or a specific MCC Network may Partner with an Emerging Church. There will be instances in which an individual may be intentionally and strategically called to a specific area to form an Emerging Church, then Partnerships will be formed to assist in church development. New **Paths for Sponsorship** in this guide seek to offer multiple options, with spaces for hybrid models and adaptation according to context.

The next part details **Three Steps for an Emerging Church**: Recognition, Formation, and Affiliation. The process from concept to fully affiliated congregation varies according to context, yet these basic steps are what Emerging Churches hold in common. Each step builds up on the other for exceptional growth and long-term success.

New aspects of the overall Emerging Church program include: a complete training program for clergy and lay leaders. Leadership development provided through a **Ministry Coach** program available to Emerging Church leaders from colleagues who have started successful churches in MCC. The **Leadership Training Program** includes online and in-person modules specific to MCC Emerging Church Development.

Other features of the guide include a listing available **Resources** for small group and leadership development and links to access certain materials for each stage of development. A **Glossary** of frequently used terms related to Emerging Church development. Finally, this guide provides an **Appendix** of needed MCC Forms and Documents.

PATHS FOR EMERGING CHURCH PARTNERSHIP

The next generation of MCC is rising! The goal is ambitious and strategically planned to meet the need for new churches in multiple languages around the world. To successfully reach our goals, MCC has created a collaborative program accessible to all MCC persons, churches, and networks. The Three Paths for Emerging Church Partnership is a way to direct resources for practical, quick, and much needed support to an MCC Emerging Church.

The Three Paths for Emerging Church Partnership include: local, network, and hybrid. These options allow for multiple sources of funding to flow into a new church. The sources of funding vary within each path and the model is open to variation as needed to improve success. This strategic approach allows all types of Emerging Church models to follow one of the following Paths for Partnership.

1. LOCAL

Established, healthy, and teaching churches of many types are capable of partnering toward the formation of an Emerging Church. Local Partnership by an existing MCC church is the support of an intentionally new church development to meet the diverse needs of a larger community, region, or another part of the wider MCC community. The intention to develop a completely new church means Local Partnership is not a satellite or ministry; rather it is a path to forming a new MCC church. The pastor of the existing church is not expected to provide pastoral leadership. The existing church as a partner within the Local option may qualify to receive financial incentives from MCC when offering financial support.

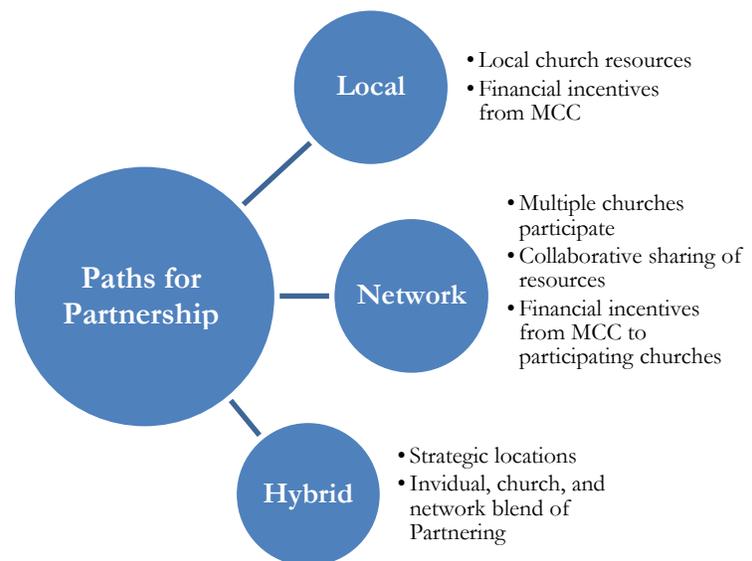
2. NETWORK

The power of MCC Networks includes familiarity of specific areas and needs, access to resources, and communication that builds communities. The collaborative power of the Network includes empowering multiple churches and ministries to support an Emerging Church. Multiple congregations can collaborate to provide planning, funding, leadership, and assistance for the formation of a new MCC Church. Participating churches may qualify to receive financial incentives from MCC when offering direct and measurable financial support to an Emerging Church sponsored by a Network.

3. HYBRID

This is an exciting commitment from MCC as a denomination to enter an area to intentionally begin an MCC church. The selection of NEW places to develop an MCC church occurs in consultation with a strategic planning team that utilizes extensive research methods and makes recommendations to the Director of the Office of Emerging Ministries. Once approved, a trained Ministry Development Leader is authorized to begin an Emerging Ministry. Individuals wishing contribute directly to the Emerging Church may become a one-time or ongoing Partner by sending a gift to MCC Emerging Ministries.

Additional information on the Three Paths for Emerging Church Partnership is available by contacting the Emerging Church Specialist, Rev. Rachelle Brown RevRachelleBrown@MCCchurch.net.



STEP ONE: RECOGNITION AS AN MCC EMERGING CHURCH

The first step toward creating a new MCC congregation is to gain recognition as an Emerging Church. This step includes discernment, intentional conversation, market research and analysis, approval, and enrollment in training necessary to successfully emerge. The length of time for this step varies depending on the persons involved in the step and resources available through the specific Path for Sponsorship. An Emerging Church Checklist guides the potential ministry leader through each step in the following order:



GUIDE TO RECOGNITION: THE EMERGING CHURCH CHECKLIST:

- Make Contact:** The first step for a church developer, newly organized group, existing group or congregation is to make contact with MCC. Ministry leaders are encouraged to contact the MCC Emerging Church Specialist in writing to RevRachelleBrown@MCCchurch.net.
- Conversation:** The Emerging Church Specialist will schedule a conversation with you and others you identify who are interested in beginning a new MCC congregation. The initial meeting will include:
 - An opportunity for you to share your vision for the new ministry
 - A discussion of mutual expectations
 - What you expect/need/desire from MCC
 - What the new church might expect/need/desire from MCC
 - What MCC expects/needs/desires from its churches, including expectations for living in covenant with other MCC congregations
 - The conversation partner(s) may be encouraged to begin the Discernment and Assessment process by creating a “Discernment and Planning Proposal.” This is a tool designed to promote the success and long term sustainability of new churches. *See Appendix: “Forms for Step One”*
 - Agreement on next steps between interested leader(s), ministries, and the Emerging Church Specialist.
- Create a Proposal:** Interested Ministry Leadership will be invited to complete and submit the **“Discernment and Planning Proposal”** to the Emerging Church Specialist for review.
 - The Emerging Church Specialist will then schedule another meeting with you and/or the potential leaders of the new church.
 - The Emerging Church Specialist will tell you whether she is able to recommend authorization of the effort as an MCC Emerging Church.
 - If the response is “No” or “Not Yet,” the Emerging Church Specialist will share the reasons why she is unable to recommend authorization and will identify what else might be needed from you so that MCC would be able to consider authorizing the effort. This “Not Yet” may include an invitation to Ministry Development Training.
 - If the response is “Yes,” the Emerging Church Specialist will recommend that the Director of the Office of Emerging Ministries authorize the effort as an MCC Emerging Church.

- The Director will expect to learn from the Discernment and Planning Proposal the vision, mission and values of the new church as well as a general description of the target demographic or cultural context. The Director may likely ask some clarifying questions.
- The Emerging Church Specialist will the inform you of the Director’s decision.

□ ***Become an Approved Leader and Ministry:***

- In order to receive approval as an MCC Ministry Leader, the potential leader (lay or clergy) will submit two forms: **“MCC Ministry Leadership Authorization Agreement”** and **“MCC Ministry Leader Due Diligence Form”** to the Emerging Church Specialist for review. *See Appendix of Forms for Step One.*
 - The Director of the Office of Emerging Ministries and the Director of the Office of Formation and Leadership Development will conduct a background check and confer on the application before making a joint decision.
- In order to receive approval as an MCC Ministry, the potential leader/s (lay or clergy) will also submit the **“MCC Ministry Authorization Agreement”** to the Emerging Church Specialist for review by the MCC Office of Emerging Ministries.
- The Emerging Church Specialist will notify the Ministry and Leader of authorization as the potential leader.
 - If the response for the Ministry Leader is “No” or “Not Yet,” the Emerging Church Specialist will share the reasons why and identify what else might be needed from you so that MCC would be able to consider authorizing the potential leader. The “Not Yet” may include a referral to the Office of Formation and Leadership Development for additional training and guidance. This will place the Ministry on hold until an a Ministry Leader is authorized.
 - If the response is “Yes,” the Emerging Church Specialist will recommend that MCC authorize the Ministry and Leader.

□ ***Ministry Leader Training:***

The training program for each Ministry Leader and Ministry includes four specific areas. Materials specific to each section are in a separate component called Emerging Ministry and Church (EMC). The basic areas form a knowledge base and develop skills directly related to church development.

- **Leadership Training Program:** If the decision is to authorize the potential Ministry Leader, the Office of Emerging Ministry will work with the potential leader to create an individualized plan for the leader’s development as an MCC Ministry Leader. The training will include a Leadership Training Program and include recommendations for additional learning directly related to the specific ministry. The training is completed in collaboration with the Office of Formation and Leadership Development.
- A **Coach** will be assigned to the Ministry Leader by the Emerging Church Specialist to assist during Step 2: Formation.
- **Core Team** training for community organizing, small group leadership, non-profit administration, ministry planning, financial planning, and MCC structure, and other topics as needed.
- **Launch Team** training includes worship planning, marketing, budgeting for “Grand Opening” worship, recruiting musicians and ministry leaders, and other topics as needed.

Step One is complete following the Authorization of the “Discernment and Planning Proposal,” the Ministry and Leader. Official notification of Authorization will be provided by the Director of the MCC Office of Emerging Ministries. Only after this step is completed and approved can the ministry be referred to as an MCC Emerging Church.

STEP TWO: FORMATION

Formation is a detailed series of chronological stages. Depending on the size of the group at the time of Formation, this step could take up to one year as outlined below. Yet, it typically takes 2-5 years before a new congregation is sufficiently established and stabilized to reach Step Three of Affiliation. If the Emerging Church is an existing congregation seeking affiliation with MCC, many of these steps will already be completed, and a shorter timeline formed to orient the existing congregation regarding history, polity, governance, mission, vision, and values of MCC.

WITHIN THE FIRST THREE MONTHS

The two primary activities of Formation detailed are specifically related to integration with MCC. In the case of a newly forming group, whatever the activity outlined in the Discernment and Ministry Plan may be to bring a group together (study, ministry volunteering, conversation, social) elements of these activities can be integrated into the following topics. If an existing congregation, this section can be addressed through small group and entire congregational informational settings and events.

ESTABLISH A CORE TEAM

Approved Ministry Leader works with others assisting in forming the Emerging Church to establish a Core Team. The number of people comprising a Core Team varies according to the context.

- The Core team begins a study of MCC history, polity, vision, mission, and values. Materials for this study will be provided by the Office of Emerging Ministries as part of the Emerging Church Training Program.
- Set a consistent time for the Core Team to meet for planning, reflection, and discussion.
- Establish an agreed upon a method of communication between meetings.

BUILD A RELATIONSHIP WITH MCC AND ITS CONGREGATIONS

Emerging Church Activities

- Ministry leader and other core team members participate in MCC Emerging Church training and other ongoing MCC recommended training opportunities such as Summits, Webinars, and Retreats.
- Become acquainted with the MCC Network and attend a Network Gathering.
- Core Team Members subscribe to MCC Newsletters (delivered via email) and discuss topics and themes when receiving Newsletters from various Offices and Ministries.
- As able, visit at least one MCC Local Church, or if not geographically possible, watch worship online from at least three MCC churches as a Core Team and discuss experiences.

MCC Supportive Activities

- Adds the Emerging Church to the MCC web site's Global Directory of MCC Ministries.
- Adds the Emerging Church to the list of churches included under MCC's IRS Group Exemption.
- Sends notification letter to the Office of Church Life and Health, Office of Formation and Leadership Development, Office of Operations, and Office of the Moderator.
- Introduces the leader of the Emerging Church to the Network Leader in order to establish relationship with other MCC congregations in the geographical area.
- Send a "Welcome to MCC" gift kit to new congregation and leader

- Cover registration fees for pastor and one other person from the Emerging Church to attend its first Network Gathering.
- Provides the Emerging Church with the MCC monthly report form for submission to MCC by the 10th of each month.
- Provides the Emerging Church with MCC branding and marketing materials.
- Facilitates creation of a Covenant Partnership between the Emerging Church and an Affiliated Church.
- Provides information regarding MCC affinity groups.
- Provides ongoing guidance, support, and training.

WITHIN THE FIRST SIX MONTHS

As the core group continues to strengthen and interest in the ministry grows, the Emerging Church will begin the process of formalizing identity as a legal entity.

FEDERAL DOCUMENTATION: SEEK RECOGNITION FROM THE IRS AS A 501C3 ORGANIZATION.

Once recognized as an MCC Emerging Church, the congregation is eligible to be recognized by the U.S. Internal Revenue Service (IRS) as being a 501c3 non-profit organization. An Emerging Church can use the MCC 501c3 status for this stage. When the Emerging Church becomes a 501c3 organization, any identifiable donations and offerings to the church will be tax-deductible to the donor. The following checklist is a guide for this process.

- File Articles of Incorporation with the Secretary of State's office in the state where the Emerging Church is located. Regulations vary by state.
- Request a Tax ID #, also called a Federal EIN # from IRS (this can be done over the phone or online).

STATE RECOGNITION: SEEK RECOGNITION FROM YOUR STATE AS A TAX-EXEMPT ORGANIZATION.

With this recognition, the church will not be required to pay State Sales Tax on goods and services purchased within the State if those goods and services are for the use of the church. Regulations vary by state and the Emerging Church Coach can assist in this step.

- Request a Tax Exemption Certificate from the MCC Office of Operations.
- File for a letter of tax exemption with your state's Tax Board.

OPEN A BANK ACCOUNT IN THE NAME OF THE EMERGING CHURCH.

- Requirements to prove 501c3 status vary by banking institution, please consult with bank in order to ensure proper paperwork is available and prepared.
- Any checks or other withdrawals from the church's account must require two signatories. Request this when opening the account.

BETWEEN SIX MONTHS AND YEAR-ONE

The Core Team in place and working, activities and gatherings continuing to form, the next steps are to collaborate in the next step of organization: Launch Team and Governance.

ORGANIZE A WORSHIP LAUNCH TEAM

This team consists of the Authorized Ministry Leader and includes some or all of the Core Team, in addition to others who have arrived since the process began. The purpose of the Launch Team is to prepare for Public Worship which will in effect be the “Grand Opening” of the Emerging Church to the wider community.

- Establish written statements to describe and communicate the identity of the Emerging Church
- Begin securing funds for supporting the next stage of Public Worship. Funds are to be used for facility rental, audio and visual equipment, hospitality materials including communion, and print materials or equipment (printer/copier) related to worship.
- Begin to identify leadership, materials, and resources for public worship.
- Select location for public worship and secure space usage through authorization of the Ministry Leader and Core Team.
- Complete the Public Worship Training
- Create marketing materials, press release, and signage related to Public Worship and overall identity of the Emerging Church.

BEGIN WORKING ON BYLAWS AND OTHER FORMS OF GOVERNANCE

- Bylaw formation is based on the template provided by MCC, adapted to the local Emerging Church
- Risk Management Audit is an annual report required of MCC Churches. As an exercise, invite the core team to begin considering the areas of evaluation within the Audit.
- Begin considering leadership to form a Leadership Board such as a Board of Directors or Board of Servants. These persons should be elected by those attending planning meeting and discussion groups.

YEAR ONE AND TWO

Continue development of the worshipping community and small groups. Reinforce connections with community groups while attracting new participants. Work closely with the Coach to prepare the congregation for Affiliation.

STEP THREE: AFFILIATION

When the Emerging Church has completed Step Two, the next step is to apply for Affiliation. Before applying ensure the following is completed and documented by the Emerging Church administration.

CRITERIA FOR AFFILIATION

In order to gain recognition as a member congregation the MCC Bylaws requires the following ten (10) criteria must be met:

1. Demonstration of willingness to ascribe to the MCC core values, vision, and mission.
2. Demonstration of willingness to embrace MCC Bylaws as a covenantal relationship.
3. Pastoral leadership that meets the standards established by the MCC Bylaws.
4. Sustain a sufficient average worship attendance to make the church viable in:
 - a. Meeting all other criteria, and
 - b. Demonstrating a process of outreach and growth appropriate to the unique demographic and cultural context of the area where the church would be located, as determined by MCC.
5. Be able to compensate a pastor, consistent with equitable local standards.
6. Achieve incorporation/registration status, as applicable by national and/or local law.
7. Governance structure that assures accountability to the congregation and to the MCC Bylaws.
8. Submission of an annual report to MCC.
9. Submission of local church Bylaws/Standard Operating Procedures to the MCC, following their approval by MCC.
10. Maintain minimum standards for risk management, as established by MCC.

EMERGING CHURCH AFFILIATION CHECKLIST

Once meeting the Affiliation Criteria the following steps are completed

- Congregation votes to request affiliation.
- Congregation writes a letter to the MCC requesting affiliation.
- Leaders from the congregation must meet with the Emerging Church Specialist for an interview regarding the congregation's readiness for this important step.
- The Emerging Church Specialist makes a recommendation to the MCC Office of Church Life and Health to grant full standing to the Emerging Church.
- The Director of the MCC Office of Church Life and Health, consultation with the Director of the MCC Office of Emerging Ministries, makes a decision regarding affiliation and informs the Emerging Church Specialist.
 - a) If the decision is "No" or "Not Yet," the Emerging Church Specialist will share the reasons why MCC is unable to extend affiliation and will identify what else might be needed so that MCC would be able to consider affiliating the Emerging Church.
 - b) If the decision is "Yes" then the Emerging Church will receive a Letter of Affiliation.
- The newly-affiliated church conducts a Congregational Meeting to elect a Lay Delegate and Pastor.
- The Lay Delegate of the newly-affiliated church is seated at the next General Conference with full voting rights.

Once affiliated with MCC, the church will be under the guidance of the Office of Church Life and Health, receiving support through the Network and other MCC offices as needed. The relationship between the Mentor, and any other Sponsorship, offered to the Emerging Church will officially end. The church will be fully recognized by all Offices within MCC.

EMERGING CHURCH COACHING PROGRAM

The primary objective is to recruit and train mentors to Coach Emerging Church Leaders. The program will provide a personal contact for Church Developers following Authorization and through the Formation Stage of an MCC Emerging Church.

GOALS

1. Recruit and train 12 Coaches over the next 12 months, at least three (3) each quarter, to establish a strong foundation.
2. Train mentor to provide practical guidance and recommendations to ensure the formation of a healthy Emerging Church.
3. Empower Coaches to offer tangible support and encouragement on a consistent basis to the Church Developer.
4. Mentors will deliver progress reports regarding the Emerging Church to the Emerging Church Specialist.

QUALIFICATIONS TO BECOME AN EMERGING CHURCH COACH

1. Successfully started a church, preferably within MCC, or provided leadership for congregations through transitions such as Intentional Interim or a significant stage of church growth.
2. Great listening skills.
3. Commit to working with one Emerging Church for at least three years, or until Affiliated, whichever occurs first.
4. Complete an Emerging Church Coach application.
5. Receive Authorization from the Office of Emerging Ministries.
6. Complete Emerging Church Orientation training available through the Office of Emerging Ministries.
7. Watch and respond to Webinar “Mentoring: Methods of Making Leadership Reproduction a Higher Priority” available through the OFLD. Access will be provided following Authorization.

BEST PRACTICES

1. Weekly contact through email
2. Monthly conference video/call
3. Report monthly via email to the Emerging Church Specialist

LEADERSHIP TRAINING PROGRAM

The Objective of the Leadership Training Program is to develop strong Emerging Church leaders by establishing a knowledge base directly related to church development and growth and utilize existing gifts.

GOALS OF THE TRAINING PROGRAM

1. Orientation to the Emerging Church Program
2. Create diverse and inclusive MCC churches
3. Learn how to inspire and empower small groups and volunteers
4. Build organizational skills directly related to not-for-profit formation
5. Increase personal awareness as a ministry leader
6. Form an Action Plan for a specific Emerging Church

LEADERSHIP TRAINING PROGRAM FORMAT

Six (6) week period with synchronous and asynchronous learning activities which include initial orientation, introduction to the learning cohorts, and specific tasks to equip the Church Developer.

LEARNING MATERIALS

Leadership Training Program materials includes multiple resources in new church development, experts from specific fields, and materials provided by various MCC offices to cover five (5) key areas with direct application to Emerging Ministries and Churches:

- Global growth – post-colonial theology, culture, context, and mission in the 21st century.
- Justice – outreach based in diversity, inclusion, and community engagement relevant to ministry context.
- Congregations and Ministries – Review of Church development theory and trends, formation, growth, worship, spiritual formation
- People – Pastoral care, training volunteers, promoting health and wellness
- Finances – giving, stewardship, generosity, and fundraising

METHODOLOGY AND PEDAGOGY

The Leadership Training Program is an empowered and collaborative experience that employs best practices and actively applies church development principles. Each participant will engage the material through a blend of both Synchronous Learning (real time or live collaboration) and Asynchronous Learning (individual components toward collaboration). The hybrid approach requires the participant to remain actively engaged in the learning process through individual and group activities. Each portion is required to complete the program.

Synchronous – The Synchronous learning will be both in-person and distance.

- Cohort Formation – Initial online face-to-face session of introduction through Adobe Connect. The group will become a cohort, or class, that will continue with collaborative learning throughout the remainder of the program concluding with an In-Person two (2) day gathering.
- Live Sessions via Adobe Connect – real time collaboration through online face-to-face group time utilizing Adobe Connect technology in which participants have both voice and video 90-minute sessions with a facilitator addressing the topic of the session.

Asynchronous – The Asynchronous learning will begin once accepted into the training program and continue until completion.

- Literature Review
Reading lists for each learning component include electronic versions of resources, with some books to be purchased only for specific topics. Access to files for download and book titles will be provided through a file sharing Internet portal which best accommodates the cohort (i.e. dropbox/cloud/google drive).
- Video Learning Sessions
Links to videos and access to Webinars will be provided for each learning component. Majority of the materials are available through the MCC Office of Formation and Leadership Development.
- Chat Discussion
A closed social media portal (i.e. Facebook closed group) will allow a Cohort group to discuss literature and video sessions and provide feedback as a method of collaborative learning. Chat conversation is also available during the online face-to-face sessions.

LEARNING MODULES

A series of six (6) modules guide learner through each step of the program. The following topics directly address the goals of the training program. Each module includes Synchronous and Asynchronous activities. The following describes each Module and the specific topics. A more detailed syllabus will offer a schedule and bibliography for reading, links for viewing videos and Webinars, and access information to the Adobe Online Learning room.

- Module 1: Orientation to the Emerging Church Program and MCC
- Module 2: Creating a diverse and inclusive MCC church
- Module 3: Learn how to inspire and empower small groups and volunteers
- Module 4: Build organizational skills directly related to not-for-profit formation
- Module 5: Increase personal awareness as a ministry leader
- Module 6: Individual Emerging Church Action Plan

Descriptions of each module are in the Appendix. When accepted into the Leadership Training Program a complete schedule and bibliography will be provided by the facilitator.

CERTIFICATION

Following completion of the Emerging Churches Program participants will receive Certification as an MCC Church Developer and be assigned an Emerging Church Coach.

GLOSSARY

The following terms are frequently used within the Office of Emerging Ministries in direct relation to U.S. Emerging Ministries.

Affiliation – Status given to a congregation which has met all criteria to be given fully standing within MCC. The last stage for an Emerging Church is Affiliation. Upon reaching Affiliation, the church has full voting rights for clergy and lay delegate/s of the church within the MCC General Conference. Once reaching Affiliation, accountability of the church is within the MCC Office of Church Life and Health.

Authorized Ministry – A ministry which has completed the proposal and authorization forms as detailed in Step One: Authorization and received approval to move forward as an MCC Ministry. The status of Authorized Ministry is provided by the Office of Emerging Ministries.

Authorized Ministry Leader – The person that has completed the authorization forms as detailed in Step One: Authorization and received approval to be an MCC Ministry Leader. This person may be clergy or laity. The Authorized Ministry Leader may also be working with the Office of Formation and Leadership Development to receive MCC credentials as clergy or authorization as laity.

Church – This term has multiple layers of meaning based on geographical, theological, cultural, and sociological contexts. In the Office of Emerging Ministries, the term refers to any group who wishes to form a public and not-for-profit ministry which includes various forms and expressions of spirituality in community. The community as a whole reflects the MCC Mission, Vision, and Values and follows the MCC Code of Ethics.

Church Developer – A phrase which refers to a person interested in the formation of an Emerging Church.

Coach – The person who works directly with the Authorized Ministry Leader of an Emerging Church. This person is assigned at Authorization and the primary contact for questions and assistance during the Formation stage of the Emerging Church. Coaches receive training from, and are appointed by, the Office of Emerging Ministries. Church Developers may recommend existing mentors as coaches.

Core Team – A group of persons led by the Authorized Ministry Leader to organize and guide and Emerging Church. The Core Team should consist of at a minimum five persons and be no larger than nine.

Emerging Church – In church formation and development theory, this is a particular type of church may be a community of faith or spiritual gathering outside of a traditional church setting or liturgical formula and may be experimental in nature. In the context of MCC, the phrase refers to any ministry seeking to form and become part of MCC as a fully affiliated church.

Emerging Church Specialist – The person authorized by the Office of Emerging Ministries to employ the process, procedure, training, and various programs directly related to MCC Emerging Church development.

Formation – The second stage of Emerging Church development referring to the ways in which a ministry forms and moves into a community and finally a congregation which can become an Affiliated church.

Launch Team – The group of persons within the Emerging Church whose primary focus includes preparing for public worship. The specific tasks include worship planning, marketing, budgeting for “Grand Opening” worship, recruiting musicians and ministry leaders. The Launch Team may consist of Core Team members but also have other persons involved. Following the initial public worship, the Launch Team ends and forms ministries directly related to worship and outreach.

Ministry – Any group of persons engaged in activities and events which embody the MCC Mission, Vision and Values and follows the MCC Code of Ethics.

Ministry Leader – Person, whether clergy or laity, who wish to lead a particular ministry through the Emerging Church process. Once Step One: Authorization is completed the person is referred to as an Authorized Ministry Leader.

Network – MCC churches, aligned ministries, and Oasis groups within a specific area which may be geographical/linguistically associated. The Network has a leader and team for connection, collaboration, and communication within the specific Network. Each Emerging Church is automatically part of an MCC Network.

Office of Emerging Ministries (OEM) – The specific office within MCC that oversees Global Emerging Church development, Diversity and Inclusion programs and affinity groups. The OEM Director is Rev. Elder Darlene Garner with Rev. Elder Hector Gutierrez, Assistant Director.

Small Group – A gathering of persons within a community for a specific purpose. The small group may be part of a larger Emerging Church.

RESOURCES FOR MCC EMERGING CHURCH DEVELOPMENT

Discernment and Ministry Proposal demographic research tools

National: US Census Bureau, Human Rights Campaign (HRC), ACLU, Centers for Disease Control and other national justice organizations. Customize information based on context and purpose of ministry.

State: Government statistics related to economy, health, specific community demographics and trends; statewide organizations on topics which directly relate to the context and purpose of ministry.

Local: Resources for current information include, but are not limited to: Chamber of Commerce, local government offices, community organizations, religious and clergy associations, types of schools and educational institutions, real estate professionals on property values and trends in specific areas, a survey of social media websites, blogs, and user in a specific area.

MCC Mission, Vision, Values, and Beliefs

Mission Statement

Metropolitan Community Church proclaims and practices a spirituality that is anchored in the liberating Gospel of Jesus Christ and confronts the issues of our volatile, uncertain, and complex world. We are called to develop and equip leaders, congregations, and ministries that foster spiritual growth, do the work of justice, act with compassion, and integrate sexuality and spirituality. We will do this through offering high-value training, local church support and resourcing, cutting edge theological exploration, and expanding partnerships.

Vision Statement

Metropolitan Community Church is compelled by an unfinished calling and a prophetic destiny. We are a global movement of spiritually and sexually diverse people who are fully awake to God's enduring love. Following the example of Jesus and empowered by the Spirit, we seek to build leading-edge church communities that demand, proclaim, and do justice in the world.

Core Values

- Inclusion - Love is our greatest moral value and resisting exclusion is a primary focus of our ministry. We want to continue to be conduits of faith where everyone is included in the family of God and where all parts of our being are welcomed at God's table.
- Community - Offering a safe and open community for people to worship, learn, and grow in their faith is our deep desire. We are committed to equipping ourselves and each other to do the work that God has called us to do in the world.
- Spiritual Transformation - Providing a message of liberation from the oppressive religious environment of our day or to those experiencing God for the first time is what guides our ministry. We believe that when people are invited to experience God through the life and ministry of Christ, lives will be transformed.
- Justice - Working to talk less and do more, we are committed to resisting the structures that oppress people and standing with those who suffer under the weight of oppressive systems, being guided always by our commitment to Global Human Rights.

Commission on the MCC Statement of Faith – An initiative is underway to evaluate and seek input on the MCC Statement of Faith formed nearly 40 years ago. For more information on the Commission and this initiative www.mcccchurch.org/commission-on-the-mcc-statement-of-faith/. Read the document under review at www.mcccchurch.org/commission-on-the-mcc-statement-of-faith/statement-of-faith/ .

MCC Offices and Governance

Office of Church Life and Health (OCLH) - Offer specific gifts and skills of teaching, facilitating, consulting and coaching in the areas that most affect a church's life and health. We believe that leadership transitions, conflict, growth or decline, planning and external changes in a church's environment are all moments in a church's life that can cause it to emerge fresh and vibrant or mired and broken. Therefore, our job is to provide meaningful support, resources and consultation at pivotal moments in the church's life that promote vitality, sustainability, growth, and health. MCC Affiliated Churches and Networks are within OCLH

Office of Emerging Ministries (OEM) - Design pathways for entry into MCC by new churches and ministries, provide assistance with local church bylaws and affiliation matters, and provide external expertise as churches and emerging ministries celebrate and embrace the diverse, inclusive, and holy ministry to which MCC has been called. We support development of new churches around the world, incubate ideas for innovative ministries, and strengthen MCC's cross-cultural and governance competencies as all of MCC ministers in a rapidly changing, culturally-diverse world. We focus on expanding the global impact of MCC ministry by providing meaningful support, resources, and consultation that will promote effective ministry, cross-cultural competency, and healthy governance.

Office of Formation and Leadership Development (OFLD) – Provides the passion, education, and training necessary to offer programs and personal assistance to develop leaders in MCC. We believe that the most effective leaders in MCC are those who live “Undivided Lives” between their soul and their role. Spiritual Formation is at the heart of this kind of leadership. Therefore, our job is to provide training, certification, and ongoing opportunities for clergy and laity to deepen their spirituality and hone their leadership skills so that MCC churches can be places of wholeness for their communities. The best way we have found

to live into what we do is to offer programs, retreats, and trainings in a global context for the work of leadership development in MCC. Learn more about programming and credentialing at www.ofld.mcccchurch.org

Office of Operations – Operational expertise and experience give depth to key operational functions and offer partnership with the other offices and our local MCC churches. It is our job to ensure the day-to-day operations that undergird the worldwide MCC Movement are efficient, effective, cost-effective, and provide strength to the organization. We focus on making MCC strong by managing our finances, building our brand and identity, providing timely and useful communication, planning conferences, and tracking and interpreting data.

Office of the Moderator - The Rev. Elder Dr. Nancy L. Wilson is the Moderator of the Universal Fellowship of Metropolitan Community Churches (MCC). Founded in 1968 on Christian faith and the principal of full inclusion of lesbian, gay, bisexual, transgender, and supportive Christians, MCC has over 240 ministries in over 40 countries. Rev. Wilson leads the Governing Board in setting broad goals for the denomination and is accountable for those goals. She leads the Senior Leadership Team to implement vision and goals for MCC globally. As the international spokesperson for MCC, Rev. Wilson is also the Chief Pastor who moderates MCC's General Conferences. As Moderator, Rev. Wilson's focus is to uphold the Vision and Mission of MCC, in addition to providing wisdom and initiate action in Global Governance and Denominational Leadership. Rev. Wilson strives to attract and manage support for key partnerships for global justice and human rights. As the public voice of MCC, Rev. Wilson creates the path to connect the local church to the global movement.

Governing Board is the body authorized by the General Conference to carry on the governance of the UFMCC between General Conferences. The Governing Board is composed of nine persons, four lay persons and four clergypersons, plus the Moderator, elected by the General Conference. They are responsible for the governance of UFMCC finances and operations and to serve as the

corporation's Board of Directors. As a result, they are responsible for all matters pertaining to Articles of Incorporation, all documents of legal organization, property, and finances of UFMCC. The Governing Board is also responsible for MCC's strategic planning and vision goals.

At each General Conference proposed revisions to the MCC Bylaws are presented, discussed, and voted upon. Each Authorized Ministry Leader is required to complete a Polity Course which will further describe governance. Basic information related to MCC governance is available online. Learn more with these few links.

- Council of Elders information www.mccchurch.org/how-we-work/board-of-elders/
- Governing Board information www.governingboard.mccchurch.org/
- The most recent version of the MCC Bylaws and General Conference business activities are available at www.mccchurch.org/how-we-work/governance/

Council of Elders - Elders have an ecclesial role: they oversee the affiliation of churches; and they have authority over the Clergy Manual and protocols for authorizing MCC clergy. Elders then are key to setting standards and boundaries, based on the by-laws, by which churches and clergy are represented at General Conference. Elders also oversee the appointment of Network leaders and relate to churches through the Network system. Elders also have a spiritual/pastoral and teaching role in the Church: Elders are called upon to develop leadership programs, teach at summits, preach at MCC conferences, church anniversaries, and support MCC in terms of increasing church strength and health; and in strategically supporting new church starts and emerging ministries. They are looked to as spiritual and pastoral leaders by the pastors, lay leaders and people of MCC. They may also be asked by the Moderator to represent and to speak for the denomination publicly. What do Elders “mean” to the people of MCC? Elders are gifted individuals who are highly esteemed, respected and who are looked to for wisdom, for embodying and articulating with passion the values, vision, mission, and faith that MCC holds dear. We expect Elders to challenge us, to offer spiritual, pastoral and organizational leadership. They are also a symbol of the unity-in-diversity of MCC. As the Council of Elders, they form a kind of “collegium” of support for the Moderator. Elders also embody the continuity of the founding narrative of MCC connecting generations of servant leadership.

MCC Networks - Networks are groups of churches that are in reasonable geographic proximity to each other that exist to Care for one another, Connect to each other and Communicate with each other and the denomination. Networks have leaders appointed from local churches to assist in various ways. More information about networks and to locate the network for your Emerging Church visit www.mccchurch.org/connectnow/networks/.

Diversity and Inclusion

Multiple communities participate in MCC and as a diverse affiliation of churches, the work of diversity and inclusion continues each day. The Office of Emerging Ministries houses the various programs, events, and educational materials related to Diversity and Inclusion including links to materials and persons on particular Advisory Councils. Emerging Ministry and Church training will provide extensive links and educational materials regarding these topics and more.

Advisory councils related to multiple persons and issues – scroll down for listings of councils www.mccchurch.org/how-we-work/boards-teams/

A sample of ministries related to various communities within MCC is available www.mccchurch.org/ministries/. Multiple affinity groups also operate within MCC Networks and churches.

APPENDIX OF FORMS AND DOCUMENTS

Forms and Documents for Step One: Authorization

This checklist is a tool to track the completion of each form and document related to Step One: Authorization. Each form and document is available within the Appendix unless noted. These documents are provided for easy adaptation and completion. Please consult with the Emerging Church Specialist, Rev. Rachelle Brown (RevRachelleBrown@MCCchurch.net) regarding completion, submission, and timeline for Step One.

- What does it take to be a Church Developer?
- Discernment and Planning Proposal for New Church Development
- MCC Ministry Authorization
- MCC Ministry Leader Due Diligence Form (Send by Emerging Church Specialist following approval of Discernment and Planning Proposal)
- MCC Ministry Leader Authorization

What does it take to be an MCC “Church Developer”?

We are Metropolitan Community Churches! We are many people, forming many types of churches, a wide diversity of voices, all being called forward to lead MCC in the 21st century. Some are ordained, others lay leaders, yet one thing each have in common is a desire to become a voice in the wilderness spaces of our communities and nations. There is room to live into the “Churches” of our name because every new ministry is formed with a commitment to the Mission, Vision, and Values of MCC.

Below are a few characteristics of “Church Developer”. Each characteristic has a brief description and reflection question or activity. Prayerfully engage each section and listen for the moving of the Spirit.

Vision – Today MCC needs people with vision to step in and share the revolutionary message in new spaces. As the Irish writer Jonathan Swift said, “Vision is the art of seeing what is invisible to others.” Dreams are valuable, hopes are necessary, yet a vision is needed for the next generation of communities to boldly say “We are MCC.” The ancient proverb described a world without vision as wild and without direction.¹ If you are a leader with a vision, this is a ministry path to name your vision, share it with others, and lead others toward inclusion, community, spiritual transformation, and social action.

Reflection question: What is your vision for new MCC communities?

Awareness of Call – Knowing your call means you are aware of a clear call to the message and mission of your own ministry and the ongoing expansion of MCC. I Cor. 3:5-11 described those who plant, others who water, and how God makes the work grow. As a Church Developer, our particular call to ministry is unique. Whether ordained or part of the laity, awareness of your call is vital to answer, “Here I am.”

Reflection question: What is the sacred text or event that describes your call?

Awareness of Context – The process of discernment is rarely complete! Today you may be serving faithfully, but aware of a stirring in your spirit. Maybe you are answering a new call, or in time of transition toward new paths. The journey includes discerning the context of your ministry. It may be rural, urban, or small city, young, aging, the queer edges, center of the path, or other variations as the winds of the Spirit blow. To become aware of the people you are called to serve is a vital part of developing a church.

Reflection question: Ask yourself, “Who am I called to serve?”

Creative “Maker” Energy – The formation of a community which becomes a church engages the energy of creativity to form connections with others. A leader who can become what Bob Johansen describes as the “Maker,” is a person who can “approach leadership with the commitment of a job and the playful energy of a hobby.”² The “Maker” knows that one person, like an entrepreneur, is a starting place, yet the effort of many actually completes the work of creating a church.

Reflection question and activity: Identify activities that bring the most energy into your being? Imagine yourself sharing that energy with others.

Openness to change – Remaining “open” is an ability to adapt, live outside the box, or even remove the box when necessary. What does change mean to you? When developing a church, the “right” or “wrong” way becomes less important. Parker Palmer once wrote, “Each time a door closes, the rest of the world opens up.”³ As the ministry begins, who you think will “show up” may be very different than your vision. The perfect space may not be what was expected, but the right space becomes exactly what is needed, when it is needed. These few examples demonstrate what seems like a closed door may lead to an opening; a reminder that change is a constant reality of ministry.

Reflection question: How have the boxes of your faith and ministry changed? What resources guided you through those transitions into openness?

¹ Proverbs 28:19 (The Voice) “Where there is no vision from God, the people run wild, but those who adhere to God’s instruction know genuine happiness.”

² Johansen, Bob, (2012) *Leaders Make the Future - Ten New Leadership Skills For an Uncertain World*, 2nd ed. San Francisco: Berrett-Koehler Publishers, p. 41.

³ Palmer, Parker. (1999) *Let your life speak: Listening to the voice of vocation*, Wiley

Tenacity – The drive, endurance, and resolve to follow the vision is living our faith. In the face of uncertainty or challenges, ministry continues through encouragement from God *and* a cloud of witnesses who came before us to forge the message we share in new places and in new ways.

Reflection question: Recall a time of overwhelming challenge, what are your internal messages that helped you make it through?

Team Leader – The ability to form small groups, network within multiple communities, and collaborate is vital to start new ministries. Volumes of books describe leadership and how to organize, and as a spiritual team leader the new ministry will follow the leader to become a community of gratitude, generosity, humility, and ability to accept the reality.

Reflection question: Are you the type of person that can gather a group for a meal or event? If so, why do you think people show up?

Deep Spirituality – Connection with the divine is an invaluable personal resource and deep well for anyone in all types of ministry. As a church developer, it is vital to engage in spiritual practices and then surround yourself with spaces and people which nurture your spirit and provide encouragement. The type of spirituality is less of a concern than the importance of being rooted and spiritually nourished.

Reflection question: In times of deep challenge, what are your spiritual resources?

Did you see parts of yourself in these few characteristics of what it takes to be an MCC church developer? If so, begin discernment with a spiritual director or trusted mentor and reach out to the Office of Emerging Ministries, revrachelbrown@MCCchurch.net to discover how to begin “making” the MCC of the future.

DISCERNMENT AND PLANNING PROPOSAL FOR NEW CHURCH DEVELOPMENT

Metropolitan Community Churches makes no commitment to authorize the development of a new church until the Discernment and Planning Proposal is approved. Therefore, until approval is received, please do NOT announce to anyone that MCC is starting a new church in the location you are considering!

Please conduct the appropriate research that will allow you to respond fully to each of the following categories with complete answers to questions:

Demographic

Carefully and fully answer the following questions. The best responses utilize resources such as government websites including the US Census, local governmental agencies, the Chamber of Commerce, and real estate professionals, also seek information from human service agencies, reports from not-for-profit organizations, media outlets, and as applicable personal experience. The Emerging Church Specialist can assist with additional guidance on this section as needed. When creating this section, please cite sources with links to relevant research or websites and include names of reports or agencies. There is no right or wrong answers, only data for consideration. The purpose of this section is to detail the specific city metropolitan area you are considering for a New Church Start:

- 1 What is the population of the city or metropolitan area that you are considering?
- 2 If there is a specific area under consideration please outline and provide maps and statistics to quantify and qualify the importance of a certain geographical location.
- 3 What are the economic, educational, race/ethnic, and age demographics of the area you are considering for the ministry?
- 4 Has the population been growing or declining over the past ten (10) years?
- 5 What are the economic trends of the area you are considering?
- 6 What is the political climate (describe types of political parties, activism, or a lack of political engagement) of the area you are considering?

Compatibility with New Church Development and MCC

1. What have you learned about the LGBT and Progressive communities in the area you are considering? (Such as geographic locations within city or metropolitan area, size, age, and any recent shifts, including equality issues, allies, and organizations)
2. What is the religious climate of the area you are considering? Please provide names for types of congregations or religious traditions and the overall number of churches in the area under consideration. When possible note the size of specific churches and number of new churches.

3. Which local organizations and/or churches are willing to support the creation of an MCC in this city? In what ways would they support a planting effort?
4. Why is there a need for an MCC in this city? Also note if there has ever been an MCC in the area. If so, please provide a brief history if available.
5. What makes you believe that this community will support an MCC New Church Start? Are you aware of others willing to participate? If so, please provide information about these individuals.

Philosophy of Ministry: *Please describe the kind of ministry you want to develop and who God is calling you to reach through that ministry.*

1. **Vision:**
 - a. Is there a primary event or story that guides you to consider the importance of an MCC New Church Start?
 - b. Is there a metaphor, song, picture, image or symbol that describes the ministry you want to start?
2. **Basic Beliefs:** How do you summarize the truly essential beliefs of the new ministry that you want to form? What are the scriptural verses, principles, or affirmations that people spontaneously turn to when confronted by stress at any point in the week? On what basis can people hold different, and even contradictory views, about a specific doctrine or dogma, and still live together in mutual respect in the ministry you want to start?
3. **Values:** What are the expectations of the new ministry for healthy and responsible interpersonal behavior of its members regardless of their social, political, or economic point of view?
4. **Mission:** Who is the ministry called to serve? Are you trying to reach out to (1) the GLBTQ community and those who walk with us or (2) to the GLBTQ community only? Are you hoping specifically to reach GLBTQ families with young children? The immigrant community? The deaf community? People who are under 30 or over 40 years of age? Be clear and specific so that YOU can know what to pray for and what to plan for in this ministry.

Path for Partnership: *There are various **Paths for Partnership** of an Emerging Church. The three (3) main streams include, but are not limited to, a local MCC church, a specific MCC Network, or an intentional MCC sponsored ministry. Please answer the following questions regarding the specific desired **Path for Partnership**.*

1. What is the preferred **Path for Partnership**?
2. Is there an established contact with the specific partners(s)? Please provide name and contact information for the partner(s).

3. What are the expectations of the Partner specifically to this Emerging Church? (Note: If it is a hybrid of more than one specific path, please detail in which ways each path will participate.)
 - a. Detail leadership expectations – be specific with types of resources and time commitments
 - b. Provide an overview of revenue sources including the specific Partner, fundraising proposals, and personal resources dedicated to the initial start up.
 - c. Detail financial expectations with an estimated budget for the first year.

Identify Specific Leadership: *The Ministry Leader should submit a full professional resume with the completed Discernment and Planning Proposal.*

Leader of the Emerging Ministry: _____

Mailing address: _____

Home telephone: _____

Work telephone: _____

Cellular telephone: _____

Email address: _____

*The Ministry Leader MUST be authorized by MCC. If the Ministry Leader is not an MCC clergy person and if the emerging ministry is to become a “church,” the Ministry Leader may be required to enter the pastoral leadership training program that is offered by MCC. The term-of-office of the Ministry Leader is one year. Once the Proposal is approved the leader will submit a **MCC Ministry Leader Application Form***

Proposed Name for the Emerging Ministry (this can change):

Proposed Emerging Ministry Name

Please submit the completed Discernment and Planning Proposal and electronically to:

Rev. Rachele Brown
 Emerging Church Specialist/US Church Developer
revrachelebrown@MCCchurch.net

MINISTRY AUTHORIZATION AGREEMENT BETWEEN METROPOLITAN COMMUNITY CHURCHES AND *[Name of Authorized Ministry]*

The Metropolitan Community Churches (MCC) hereby authorizes and recognizes *[name of the emerging ministry]* as a ministry of MCC.

This authorization is effective from the date of signature until 31 December of the current year and is subject to annual renewal thereafter. Each annual renewal will be valid for twelve (12) months from 1 January through 31 December of each year or until the date when:

1. MCC withdraws its approval of the emerging ministry;
2. The emerging ministry is discontinued, is disbanded, closes, or in any other way ceases to exist; or
3. The leader of the emerging ministry advises MCC in writing to the Director of the Office of Emerging Ministries that the ministry desires to discontinue its relationship with MCC.

As an MCC-recognized ministry, *[name of the emerging ministry]* may:

1. Identify itself to others as a recognized part of MCC; and
2. Use the name and graphic images of MCC in its written and virtual publications.

The leader of *[name of the emerging ministry]* is to be authorized by the Director of the MCC Office of Emerging Ministries. The ministry is to be accountable to the Emerging Church Specialist.

1. MCC reserves the right to withdraw its authorization of the ministry at any time.
2. MCC reserves the right to withdraw its authorization of the ministry leader at any time.
3. In the event of a change in leadership of the ministry, the Director of the MCC Office of Emerging Ministries will consult with the appropriate parties to determine whether MCC would:
 - a. Withdraw its approval of the authorized emerging ministry for lack of appropriate authorized leadership or for any other reason(s); or
 - b. Support efforts to recruit another qualified leader for the authorized ministry.

Annual Ministry Report (same as the Annual Ministry Report referred to in the Leadership Authorization Agreement)

Renewal of authorization is contingent upon the ministry leader submitting to the Director of the MCC Office of Emerging Ministries an Annual Ministry Report, as described in the Leadership Authorization Agreement. The Annual Ministry Report is to be submitted by 1 December of each year. Authorization of the ministry will not be considered for renewal if the ministry leader fails to submit an Annual Ministry Report in a timely manner.

Financial Stewardship Covenant

In acknowledgement of the supports available to the ministry from MCC and of the benefits accruing to the ministry from its authorization by MCC:

1. If the authorized ministry is not emerging into a church or other form of worship community, the ministry covenants to support the global ministry of Metropolitan Community Churches by making an annual identifiable unrestricted financial contribution to Metropolitan Community Churches of no less than \$_____ USD by 1 December of each year.

2. If the authorized ministry is emerging into a church or other form of worship community:
 - a. The authorized ministry shall receive an offering at each worship service.
 - b. The authorized ministry shall report worship attendance and all church receipts each month to MCC and shall remit to MCC Offices ten percent (10%) of the funds reported. The report and funds are due to MCC Offices by the 10th day of each month.

By signature below, both parties agree to the terms of this Agreement and the ministry agrees to abide by the MCC Bylaws and to affirm the MCC mission and subscribe to the MCC vision and values in the performance of its ministry.

Authorized Leader of [*name of the emerging ministry*]

Date: _____

Rev. Elder Darlene Garner
Director of the MCC Office of Emerging Ministries

Date: _____

**LEADERSHIP AUTHORIZATION AGREEMENT BETWEEN
METROPOLITAN COMMUNITY CHURCHES
AND [name of leader]**

Authorization of Ministry Leader

MCC hereby recognizes [name of leader] as the authorized leader [name of authorized ministry], a ministry that is authorized by Metropolitan Community Churches, beginning from this date until 31 December of the current year. This authorization is subject to annual renewal. Each annual renewal will be valid for twelve (12) months from 1 January through 31 December or until the date when:

- a. MCC withdraws its approval of the ministry;
- b. MCC withdraws its approval of the authorized leader;
- c. The ministry leader ceases to be actively involved in providing leadership for [name of the ministry];
- d. The ministry is discontinued, is disbanded, closes, or in any other way ceases to exist; or
- e. The ministry advises MCC in writing to the Director of the Office of Emerging Ministries that the ministry desires to discontinue its relationship with MCC.

As the leader of [name of ministry], [name of leader] is subject to the MCC Policy for Discipline of Ministry Leaders, including the Professional Ethics for Ministry Leaders in MCC and the MCC Sexual Misconduct Policy.

Annual Ministry Report

Renewal of leadership authorization is contingent upon the ministry leader submitting an Annual Ministry Report to the Director of the MCC Office of Emerging Ministries. The Annual Ministry Report is to be submitted by 1 December of each year. (Note: Authorization of the ministry will not be considered for renewal if the ministry leader fails to submit an Annual Ministry Report in a timely manner.) The Report is to include:

- a. A description of the activities undertaken by the ministry during the current year;
- b. The plan and goals for the ministry in the coming year;
- c. Explanation of the continuing education undertaken by the ministry leader during the current year; and
- d. Explanation of activities undertaken during the current year that support the ministry leader's spiritual growth and self-care.

By signature below, both parties agree to the terms of this Agreement and the ministry leader agrees to abide by the MCC Bylaws, to affirm the MCC mission and subscribe to the MCC vision and values in the performance of his/her ministry, to be subject to a criminal background check, and to sign and abide by the *Ethics of Professional Spiritual Leadership in Metropolitan Community Churches*.

Authorized Leader of [name of ministry] Date: _____

Rev. Elder Darlene Garner Date: _____
Director of the MCC Office of Emerging Ministries

LEADERSHIP TRAINING PROGRAM LEARNING MODULES

Module 1: Orientation to the Emerging Church Program and MCC

Asynchronous

Reading

- a. Office of Emerging Ministries and MCC structure: Staffing and resources (Material sources: Spectrum and Network Leader training materials plus other Diversity and Inclusion Programs and Events)
- b. Stages of Church Development: Authorization, Formation, and Affiliation from “Emerging Church Guide”
- c. Paths for Emerging Church Sponsorship from “Emerging Church Guide”

Video/Webinar

- a. Strategic plan and overall goals for Emerging Churches globally and in the U.S. (Provided by MCC Governing Board and Senior Leadership Team)

Synchronous

Online face-to-face session

- a. Cohort introductions
- b. Post-Colonial Emerging Church Development - Contextually relevant communities and multiple types of churches

Module 2: Creating a diverse and inclusive MCC church

Asynchronous

Reading

- a. Organizing a community aligned with MCC mission, vision, and values (OEM resources as a beginning)
 - Connecting with the Wider MCC communities - Affinity, Oasis, Networks
 - Programming for Diversity and Inclusion from the beginning
 - General MCC resources for small groups and discussion
- b. Leadership
 - Article "Moving from Leadership 1.0 to 2.0"
 - Know your Leadership Style (OCLH materials)
- c. Various models of church development and formation
 - Modern church movements – Readings from Brian McLaren
 - Theological frameworks

Video/Webinar

- a. Public Relations 101 - part 1 (Office of Operations Webinar)
 - Technology – Best Practices
 - Networking and Relationship Building
 - Media Training – methods and materials to connect with the local media
- b. Marketing 101 - part 1
 - Using the Be MCC campaign (Office of Operations Webinar)
 - Materials checklist

Synchronous

Online face-to-face

- a. Public Relations 101 - part 2

- Recommendations for grass root outreach that values inclusion, spiritual transformation, justice, and an intentionally expansive community
- Representation as a spiritual leader in public spaces
- b. Marketing 101 - part 2
 - Marketing the vision in an electronic age
 - Evaluating a name for the Emerging Church

Module 3: Learn how to inspire and empower small groups and volunteers

Asynchronous

Reading

- a. Worship location selection
- b. Developing worship leadership and training leaders
- c. Music in worship and context
- d. Public worship check list
- e. Identifying spiritual gifts in others

Video/webinar

- a. Volunteer Recruiting and Training (Volunteer Management OFLD Webinar)
- b. Core Team formation

Synchronous

Online face-to-face

- a. Accountability
- b. Launch Team – Preparing for the “Grand Opening”
- c. Planning the first Public Worship

Module 4: Build organizational skills directly related to not-for-profit formation

Asynchronous

Reading

- a. Organizational formation
 1. Church
 - a. Steps to establishing a Board/Governance
 - b. Forming MCC By-Laws
 - c. Developing Standard Operating Procedures for daily operations
 2. Legal
 - a. Federal Recognition – 501c3 and an FEIN with the IRS
 - b. State regulations regarding religious organizations
 - c. Tax Exemption laws within States and exceptions
 - d. Criteria for selecting a bank

Video/Webinar

- a. Stewardship – Be Generous (Tony Freeman-OCLH Webinar)
- b. Church size theory workshop (OCLH Webinar)
- c. Safe Sanctuary (OFLD Webinar)

Synchronous

Online face-to-face

- a. Fundraising 101 - Sponsorship before there is an offering plate
 1. Paths for Sponsorship – making a request
 2. Utilizing social networks (i.e. Kickstarter, Go Fund Me, etc)
- b. Stewardship
 1. Creating a culture of generosity

2. Campaigns – adapting to a newly forming organization
3. Methods for giving and receiving in an electronic age

Module 5: Increase personal awareness as a ministry leader

Asynchronous

Reading

- a. Parker Palmer
- b. Ronald Richardson
- c. Henry Nouwen
- d. Barbara Brown Taylor

Video/Webinar

- a. Spiritual Formation – A Hidden Wholeness (Mona West – OFLD Webinar)
- b. Breneé Brown TED Talk

Synchronous

Online face-to-face

Module 6: Individual Emerging Church Action Plan

Synchronous

Online face-to-face

- a. Review of Discernment and Ministry Proposal for participant's Emerging Churches
- b. Development timeline at current stage of participant's Emerging Church
- c. Emerging Church Coach program
- d. Covenant making and commissioning

AUTHORS OF THE EMERGING MINISTRY GUIDE

The Emerging Ministry Guide is a project sponsored by the MCC Office of Emerging Ministries (OEM). The guide is a collaborative effort between Rev. Elder Darlene Garner, OEM Director, Rev. Rachelle Brown, Emerging Church Specialist, Rev. Vickey Gibbs, Diversity and Inclusion Specialist, Rev. Elder Hector Gutierrez, OEM Assistant Director, Rev. Alejandro Escoto, US Hispanic Ministry Developer, Shannon Young, OEM Administrative Assistant, and the US Ministry Development Team which includes: Rev. Carol Chambers, Rev. Ruth Jensen-Forbell, and Rev. Tony Thiemann.

A special thanks to the MCC Governing Board and Rev. Elder Nancy Wilson, MCC Moderator, for allocating funds and unwavering support for the intentional formation of new MCC churches and ministries.