

Diocese of Western Anglicans

Refocus for Lay Leaders

February 2023



Part B: Refocus

The *Refresh, Refocus Process* is an opportunity for a written and verbal dialogue to take place between Local Church Lay Leaders (Vestry, Lay Staff, Ministry Team Leaders, Small Group Leaders, etc.) 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 seven sections. Each section highlights a specific arena of the ministry of a Lay Leader 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 Lay Leader 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
 - ✦ Lay Leader shares with the Rector or staff member appointed by the Rector
- Thank you for your prayerful assessment.

Up – Personal Worship:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. I practice my baptismal vows, consult God’s Word, lead an upright and sober life, and not give scandal to the Church.	1	2	3	4	5
2. I rejoice in His goodness and thank God daily for what He provides me.	1	2	3	4	5
3. I set aside time to study God’s Word daily, pray for a. my own needs and the needs of others, b. the Church and its mission, and c. the concerns of the world.	1	2	3	4	5
4. I affirm and follow the biblical standards of sexual morality and ethics set in the ACNA Constitution.	1	2	3	4	5
5. Through the Holy Spirit, I pray and invite God to reveal areas of my life that need to be changed or for which I need to repent, I listen for His response and then do as He directs.	1	2	3	4	5

Up – Corporate Worship:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. I find that giving my time to God’s work among God’s people is a joyful experience.	1	2	3	4	5
2. I observe the feasts and fasts of the Church set forth in the Anglican formularies.	1	2	3	4	5
3. I worship God every Lord’s day and receive the Sacrament with the fellowship of believers at our worship site.	1	2	3	4	5
4. I tithe ten percent of my income to God’s work through my local church community because of God’s goodness and generosity toward me.	1	2	3	4	5
5. Financially supporting God’s work through the church comes first in my decision making about money.	1	2	3	4	5
6. I affirm and regularly revisit the doctrine of the Church as contained in the Creeds and the Catechism:					
a. I believe that Jesus is the Son of God and that when I accept Him as my Savior, I receive eternal life. I believe that Jesus died on the cross and rose from the grave to save me from my sins.					
b. I believe that the Holy Spirit lives in me and teaches me the things I need to know, do and say. I feel the presence of the Holy Spirit and believe that the Holy Spirit empowers me for ministry.					
c. I feel that I am able to live as an effective minister for the Lord Jesus Christ through the help of the Holy Spirit and will continue my instruction in the faith.	1	2	3	4	5

Total Points this Section_____

In – Spiritual Maturity:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. I am aware when I am feeling or acting judgmental toward some group or person's behavior, and I remember Jesus' command not to judge.	1	2	3	4	5
2. I frequently examine my heart for acts of sin that I may have overlooked and I am able to forgive myself after I have asked forgiveness from God.	1	2	3	4	5
3. I do what I say I'm going to do and I permit others to hold me accountable for my actions and decisions.	1	2	3	4	5
4. I tell the truth even when that conflicts with my desire to please myself or others.	1	2	3	4	5
5. I am willing to sacrifice my comfort or convenience in order to make sure resources are allocated fairly.	1	2	3	4	5
6. I believe that God has given me resources (time, talents and treasure) so these can be used to build up His kingdom on earth.	1	2	3	4	5

In – Relational Maturity:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. I am aware that God has given me and every other person the power to make choices, and I accept that others will make choices different from mine.	1	2	3	4	5
2. I act respectfully toward people who are different from me in race, ethnicity, culture, economic status, religious belief and sexual orientation.	1	2	3	4	5
3. I ask others to forgive me when I have hurt or offended them and I extend forgiveness to others who have offended me.	1	2	3	4	5
4. My speech and my actions demonstrate my respect toward people who are different from me or with whom I disagree.	1	2	3	4	5
5. I fulfill my responsibilities toward others even when this requires personal sacrifice, including avoiding gossip and treating others fairly.	1	2	3	4	5

Total Points this Section ____

Out – Servant Leader:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. I present my children and those I have led to the Lord for baptism and confirmation.	1	2	3	4	5
2. I remind myself of Jesus’ call to the Church to first become His servants.	1	2	3	4	5
3. I know what resources to bring to bear to achieve spiritual goals.	1	2	3	4	5
4. I am positive and “solution-oriented” in problem-solving.	1	2	3	4	5
5. I devote myself to the ministry of Christ among those who do not know Him, utilizing the gifts that the Holy Spirit has given me, for the effective extension of Christ’s kingdom.	1	2	3	4	5
6. I use hospitality in the wider community to build relationships with unchurched people and guide them to Jesus and His church.	1	2	3	4	5
7. My acquaintances know that I am a Christian, I tell them about Jesus and I invite them to meet my Christian friends.	1	2	3	4	5
8. I encourage and model “koinonia” through biblical hospitality, gathering church members and community-wide seekers.	1	2	3	4	5
Total Points this Section ____					

Out – Shepherding Leader:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. I lead the church members to grow toward Christian maturity and organizational health.	1	2	3	4	5
2. I lead the church gently, nurturing growth and change with confident stability.	1	2	3	4	5
3. I encourage the discipline of Christian love & model with compassion, concern for others’ suffering.	1	2	3	4	5
4. I model Christian peacemaking, speaking directly to those who have offended me and intervene when conflict arises among members of the church.	1	2	3	4	5
5. I demonstrate compassion in daily service to those who suffer or are in need around me.	1	2	3	4	5
6. I expect obedience to God from myself and those I lead and am open to God’s leading into new areas of ministry.	1	2	3	4	5
7. I listen carefully before forming opinions and taking action.	1	2	3	4	5
8. I do not insist on being right, but treat others with respect, kindness and fairness, balancing grace and truth.	1	2	3	4	5
9. I welcome guests and seekers by introducing them to the Lord and the members of His church.	1	2	3	4	5
Total Points this Section ____					

Out – Strategic Leader:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. In concert with the Rector and Lay Leaders, I foster development of the mission of each area of the church.	1	2	3	4	5
2. I demonstrate the ability to align arenas of the church where I have influence to its mission.	1	2	3	4	5
3. I set Kingdom mission and vision driven goals and objectives appropriate to the current stage of the church’s development.	1	2	3	4	5
4. I am on the lookout for people who appear interested in developing into leaders for Christ.	1	2	3	4	5
5. I actively develop, participate in and implement a disciple-making process and plan for Local Church use.	1	2	3	4	5
Total Points this Section _____					

Out – Team Leader:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. I lead with confidence and compassion.	1	2	3	4	5
2. I inspire others to lead and invite participation in a collegial, “team” environment.	1	2	3	4	5
3. I involve others in shared tasks, supervising progress and complimenting achievement.	1	2	3	4	5
4. I invest in others’ personal and ministry development by providing opportunities for learning.	1	2	3	4	5
5. I develop team growth by encouraging “outside the box” creativity and innovation.	1	2	3	4	5
6. I balance team member autonomy with accountability to the team.	1	2	3	4	5
7. I am submitted to authority and consult the Rector appropriately for guidance.	1	2	3	4	5
8. I partner actively with and lead in the Deanery and Diocese.	1	2	3	4	5
9. I demonstrate the willingness and ability to lead God’s people to health and growth as disciples of Jesus and members of His church.	1	2	3	4	5
Total Points this Section _____					

Out – Equipping Leader:

	<i>Consistently</i>	<i>Almost Always</i>	<i>Intermittently</i>	<i>Seldom</i>	<i>Rarely</i>
1. I encourage holistic-life spiritually, physically, socially, emotionally, psychologically and physically.	1	2	3	4	5
2. Where I am equipping others, I make space for personal testimony of disciple-making effectiveness among the unchurched.	1	2	3	4	5
3. I actively participate in and equip others to lead mission-focused small groups.	1	2	3	4	5
4. I mobilize members who are called by God to serve Him as everyday missionaries in the world.	1	2	3	4	5
5. I meet frequently with one or more individuals to disciple them with their walk with the Lord.	1	2	3	4	5
6. I model spiritual formation and encourage the same in the Body of Christ by leading the Local Church disciple-making process.	1	2	3	4	5
7. I am discerning of God’s truth for the development of the Local Church.	1	2	3	4	5
8. I foster an environment for people to live according to a Rule of Life.	1	2	3	4	5
					Total Points this Section _____

Observations

1. What can you affirm about your ministry in partnership with the Rector and other Local Church leaders this year?

2. Acknowledging God's grace, in your service as a Local Church leader and partner in the Gospel, what would you like to focus on in the next year for increased mission and ministry effectiveness?

Scoring

Optional –

To score this *Refocus* document, you may 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
▪ Up	_____	Divided by 11 = _____
▪ In	_____	Divided by 11 = _____
▪ Out		
▪ Servant Leader	_____	Divided by 8 = _____
▪ Shepherding Leader	_____	Divided by 9 = _____
▪ Strategic Leader	_____	Divided by 5 = _____
▪ Team Leader	_____	Divided by 9 = _____
▪ Equipping Leader	_____	Divided by 8 = _____
Total	_____	Divided by 61 = _____

Possible Scoring Schemes:

Numerical...

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

OR

Descriptive...

By God's grace, I am:

- "1" = demonstrating maturity and proficiency
- "2" = maturing and growing
- "3" = progressing with difficulty
- "4" = not progressing and growing
- "5" = in need of repentance for growth

Refocus Teambuilding Guide

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

The *Refocus* instrument provides an opportunity for written and verbal dialogue to take place between a Lay Leader and their Rector.

- + Vestry Member or Lay Leader shares with Rector
- + Vestry Members may also discuss these matters together as a group

As a Local Church Lay Leader, please complete this reflection guide in preparation for discussion with your colleague(s) and share it in advance of the meeting so that your colleague(s) 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?
 - + Rector/Vestry

 - + Staff

 - + Other Lay Leaders

Signatures

Vestry Members or Lay Leader

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**"