



Church and Community Worker

Placement Site Application

Church and Community Workers (CCWs) are missionaries of Global Ministries responding to God's call to uplift the disenfranchised and poor in rural and urban areas in the United States.

CCWs facilitate communication and collaboration to equip churches to recognize and respond to needs in their community. They serve as a bridge between these two groups, working to change the social inequities of poverty, racial injustice and resource restriction.

The request of a Church and Community Worker is an effort that requires collaboration and negotiation on the part of all local partners at the project/ministry level to annual conference leadership to complete this preliminary requirement. This collaboration reflects the essential nature of Church and Community ministry, the four-way partnership between Global Ministries, annual conference, project partners and the CCW.

Project Information

This form outlines the information required for the approval and assignment of a Church and Community Worker. The conference, district and partners at project should participate in the gathering and presentation of this information to reflect the collaborative nature of this request.

Name of project:

Project address:

Job title:

Immediate supervisor:

Email:

Telephone:

Placement Site Information

1. Describe the context and demographics of the local community that the CCW would be serving alongside. Include social, economic, racial and historic cultural context.

Placement Site Information (cont'd.)

2. Describe as specifically as possible the issues/needs and assets (existing strengths) of the community.

3. Give the historical background of the project (when, why and how it started).

4. Partners—who are involved and how (United Methodist, other denominations, clergy/laity, civic/governmental agencies, racial and ethnic groups, and other groups).

(Writing the project/financial resources/facilities/volunteers, others)

5. Project's governing body:

a. Number of people serving on the governing body:

b. Name groups/churches and agencies represented:

c. The structure and how the body functions:

Placement Site Information (cont'd.)

c. Regular meetings and frequency:

6. Understanding cooperative/staff ministry

Describe how the Church and Community Worker will function in this ministry (i.e., with the staff, council, board).

Purpose, Goals and Benchmarks

1. Purpose and mission statement of the project

a. Purpose:

b. Mission Statement:

2. Goals and Benchmarks

- Considering the issues/needs and assets described before, list immediate and long-range objectives or goals of this project (measurable and attainable, with benchmarks).
- Considering the project funding and placement duration, provide goals and benchmarks for identify, cultivate and maintain sustainable partners for the continuation of the project beyond the sixth year. (Add more goals if necessary)

Goals

Benchmarks

1.

2.

3.

4.

5.

Purpose, Goals and Benchmarks (cont'd.)

3. Focus Areas

Which Global Ministries focus areas do the objectives and goals of the project relate to:

Make disciples of Jesus Christ;

Strengthen, develop, and renew Christian congregations and communities;

Alleviate human suffering;

Seek justice, freedom, and peace.

Job Description

In light of existing staff, goals, priorities and the total programming, please submit a job description listed in order of current priorities. These goals will be used as an evaluative tool after the initial six months of service.

Job title:

General overview of job description:

Main job tasks and responsibilities

Skill sets, key competencies (specific qualities, abilities)

Education and experience required or desired for the candidate

Financing Support Package

Financing is on a participatory basis involving both the General Board of Global Ministries (GBGM) and the field (project/district/annual conference) partners requesting the CCW. Field share: **\$21,618.00**.

- a) **Housing and utilities**—housing and utilities for the CCW location, type and cost of housing should be to the agreement of the project and CCW. If a housing/utility allowance is employed, identify the amount and frequency of payment directly to be given to the CCW.

Financing Support Package (cont'd.)

- b) **Office space and equipment**—provision of office space for the CCW (i.e., in a central location, a church, etc.) are the responsibility of the project.

Please provide plan details for making these provisions (1 Year Budget)

Expenses

Income (Source: Sponsoring church/conference/district/
organization/project, others

Housing \$

Utilities

Office Space

Equipment and supplies

Project expenses: mileage, meetings

Others

Total

Attach a copy of the parish/project/center budget, particularly those items provided for the work of the project.

Project proposal participants

Please list the names and positions held in the church and/or community for those completing this Church and Community Ministry project proposal.

Name

Email

Authorization

We approve the request for a Church and Community Worker to be assigned by the General Board of Global Ministries of The United Methodist Church to the project:

Signatures:

1. Chairperson of the Council/Board/Committee of the project

Name:

Signed:

Date:

Email:

Telephone:

Authorization (cont'd.)

2. Director of the project or Chairperson of the Staff

Name:

Signed:

Date:

Email:

Telephone:

3. District Superintendent

Name:

Signed:

Date:

Email:

Telephone:

4. Chairperson of the Conference Board of Global Ministries or equivalent

Signed:

Date:

5. Conference Connectional Ministries Director (if applicable)

Signed:

Date:

Please submit this questionnaire together with the conference bishop's official letter requesting a missionary placement.

Person and office requesting the placement:

Name:

Date:

Email:

Telephone:

Please email and send signed proposal to:

Kathy Duncan

Program Associate for Missionary Service

Email: kduncan@umcmmission.org