

## Building Blocks of MMR's

(*Completing the Circle*, David R. McMahon, p. 71)

Reviews are always more useful to the ministers and to the congregation when these elements are in place, to provide a framework for discussion.

Please check the box which most accurately describes your knowledge of each item's status.

<b>Item</b>	<b>Yes</b>	<b>No</b>	<b>Out of Date*</b>	<b>Not Widely Known</b>
Mission, vision and identity statements for this congregation				
A carefully worded constitution and by-laws for the congregation, that contain in broad outline this congregation's understanding of the duties and roles of officers, boards and committees, and of its ministerial staff				
Position descriptions for all paid staff positions				
A regular planning cycle in which the congregation as a whole, groups within the congregation, and staff all establish goals, objectives and priorities related to the fulfillment of the mission of the congregation				
Regular reports to the governing body on progress in meeting those goals, objectives and priorities				
Regular attention by the governing body to whether officers, boards, committees and ministerial staff have the resources necessary to do what is asked of them				

\* Most of these have about a three-year life, and should be reviewed regularly.