

# Rock Harbor Christian Fellowship

## GUIDING PRINCIPLES

**The purpose of this document is to define a framework for a productive and accountable relationship between the Lead Pastor and the Executive Board to accomplish the Mission of the church.**

**These Guiding Principles are in no way to replace the Constitution or Bylaws of Rock Harbor Christian Fellowship of Morro Bay, California, (RHCF). If there is ever a conflict between these principles and the Constitution or Bylaws, the Constitution or Bylaws will supersede any language of these Principles. These Guiding Principles will assist in the interpretation of the Bylaws.**

### Mission Principles

#### MP 1.0 Mission Statement

It is our mission to encourage people to come as they are, to grow with our family, to serve our community, to transform our world, and to become all that God meant them to be.

#### MP 1.1 Come as You Are:

We welcome to our church all who are not yet believers, and those who are seeking a deeper and more authentic relationship with God through Jesus Christ. Every person that walks through our doors is to be treated as an invited guest of God; an invited guest that is welcomed and accepted as a potential recipient of God's grace and mercy. Further, our church will never condemn anyone to isolation but will love them to truth.

#### MP 1.2 Grow with Our Family:

We are a church that teaches the Bible, God's Word, and the power of its application in day-to-day life. We nourish the student of God through opportunities to grow the mind, along with the heart and soul.

#### MP 1.3 Serve Our Community:

We are a church that serves each other and is proactive in reaching out to people in our community. We teach and model servant-hood and sacrifice, as Jesus Christ served and sacrificed for us. We encourage and provide opportunities for our people to engage in servant-hood as a way of life.

#### MP 1.4 Transform Our World:

We are a church that helps to share the Good News of Jesus Christ to the world beyond our local area. As a church, we pray for our world, we provide financial assistance internationally to help transform our world and, we are a church that provides ample opportunity for our partners to participate in this mission outreach.

#### MP 1.5 Become All God Meant You to Be:

We are a church that prioritizes nurturing our people to make disciples of others. We are intentional in our disciple-making by equipping each believer to develop their God-given gifts. We encourage believers to learn the application of God's Word to life where it happens. It is our conviction that God is most glorified when our church family fulfills their God-given purpose.

#### MP 1.6 Measurable Goals

The Lead Pastor will develop performance-based goals on the above 4 Mission Principles.

# Boundary Principles

## BP 1.0 Comprehensive Boundary Statement

The Lead Pastor will not cause or allow any practice, activity, decision, or organizational circumstance that is unlawful, unethical, or imprudent or contrary to God's Word, Biblical values, or the Statement of Faith, the Bylaws, the Constitution of Rock Harbor Christian Fellowship of Morro Bay (RHCF). These principles apply to the Lead Pastor and all members of the staff through the supervision of, and accountability to the Lead Pastor.

## BP 1.1 Component: Biblical and Moral Integrity

### *BP 1.1.1 Detail Principle: Moral Boundaries*

The Lead Pastor will not knowingly allow RHCF personnel, paid or volunteer, to violate or advocate the violation of basic moral boundaries established by the Bible or RHCF Constitution, Bylaws, Policies, or Guidelines.

### *BP 1.1.2 Detail Principle: Ministry Standards*

The Lead Pastor will not allow RHCF personnel, paid or volunteer, to persist in ministry practices that are inappropriate for a Biblical church or unproductive with respect to the Mission Principles of RHCF.

### *BP 1.1.3 Detail Principle: Communion, Baptism, and Marriage*

The Lead Pastor, or his designate, will perform the ordinances of Communion, Baptism, and Marriage in accordance with the RHCF Constitution and Bylaws.

## BP 1.2 Component: Financial Planning and Budgeting

Financial planning for any fiscal year will not deviate materially from the Mission Principles or risk financial jeopardy.

### *BP 1.2.1 Detail Principle: Sufficient Information*

The Lead Pastor will not allow budgeting that contains too little information to enable credible projection of revenues and expenses, and relation of expenditures to Mission Principles.

## BP 1.3 Component: Financial Condition and Activities

With respect to actual, ongoing financial conditions and activities, the Lead Pastor will not allow the development of fiscal jeopardy or a material deviation of actual expenditure, as established by the Board.

### *BP 1.3.1 Detail Principle: Communication and Support to RHCF Leadership Team*

The Lead Pastor will not permit the Board to be uninformed or unsupported in its duties.

### *BP 1.3.1 Detail Principle: Staff Evaluations*

The Lead Pastor will not fail to provide staff evaluations to the Board by October 31 of each year, before the succeeding year's budget adoption.

## BP 1.4 Component: Treatment of Constituents

With respect to interactions with individuals whether staff or volunteer, the Lead Pastor will not cause nor allow conditions, procedures, or decisions that are unsafe, undignified, unnecessarily intrusive or that fail to provide appropriate confidentiality or privacy. Therefore, the Lead Pastor shall work with, and advise the Board on establishing guidelines, and policies and procedures providing for the safety and dignity of all who participate in the ministries of RHCF.

# Accountability Principles

## AP 1.0 Comprehensive Accountability Statement

The responsibility of the Board members of RHCF before God, the congregation, and those people of Morro Bay and the Central Coast, who need to be led to Christ and nurtured in Him, is to see that RHCF, through the leadership of its Lead Pastor, achieves the fulfillment of its Mission Principles, and avoids violation of its Boundary Principles.

## AP 1.1 Component: Stewardship: to Christ for Those He Calls Us to Serve:

The Board will maintain an active connection to the “moral ownership” of the church: Christ and the people He has called His church to serve, (the Great Commission and the Great Commandment).

### AP 1.1.1 *Detail: Community Research and Public Relations*

The Board will invest resources periodically to enhance its understanding of the needs of the people in the community and to enhance RHCF’s reputation of service to the community.

### AP 1.1.2 *Detail: Church Feedback and Assessment*

The Board will continually gather input, feedback and data and evaluate the success of RHCF in meeting its Mission Principles.

### AP 1.1.3 *Detail: Devotion to Prayer and the Word of God*

Under the teaching and guidance of the Lead Pastor, the Board will continually seek the wisdom and leading of Christ as the Lord of the Church through prayer and study of the Scripture as a group.

### AP 1.1.4 *Detail: Support the Lead Pastor:*

The Board will continually support the Lead Pastor through prayer, encouragement, protection, cooperation, accountability, intercession, and in any other way requested by the Lead Pastor consistent with these Guiding Principles.

### AP 1.1.5 *Detail: Interpretation of the Guiding Principles:*

The Board will advise the Lead Pastor with respect to the interpretation of these Guiding Principles, including the evaluation of current and proposed ministries, programs and activities as related to Mission Principles; and the consideration by the Lead Pastor of interpretation and application of the Boundary Principles.

## AP 1.2 Components: Disciplining the Process of the Board:

The Board will conduct itself with discipline and integrity about its own process of governance.

### AP 1.2.1 *Detail: The Board Style:*

The Board will govern with an emphasis on (1) outward vision rather than internal preoccupation, (2) the encouragement of a variety of viewpoints, (3) strategic leadership more than administrative detail, (4) the clear distinction of Board and staff roles, (5) collective rather than individual decisions, (6) the future more than the past or present, and (7) being proactive in decision-making rather than reactive.

### AP 1.2.2 *Detail: The Job Description of the Board:*

The essential job outputs of the Board are linked to the people served, the definition of Guiding Principles, assisting the Lead Pastor with spiritual leadership of the church, implementing church discipline, monitoring of the Lead Pastor performance, oversight and protection of church property, oversight of the fiscal management and affairs of the church, and other duties established by the Bylaws and not delegated to the Lead Pastor.

### AP 1.2.3 *Detail: Board Member Code of Conduct*

The Board commits itself and its members to the following codes of conduct:

- a) Members of the Board must represent un-conflicted loyalty to the interests of Christ regarding those whom He has called His church to serve, (Matthew 28: 18-20). This loyalty supersedes any

personal or group interest among, or outside, consumers of the Church's services. A Board Member must disclose any fiduciary conflict of interest and withdraw from any decision-making affected by it.

- b) They may not foster dissent or attempt to exercise individual authority over the staff or the organization except as explicitly stated in the Guiding Principles.
- c) Members of the Board must respect the confidentiality of sensitive Board issues and must avoid facilitating gossip or other "triangulation" against the practice of direct, biblical resolution.

*AP 1.2.4      Detail: Responsibility of the Chair for Integrity of Process:*

The Chair of the Board enforces the integrity and fulfillment of the Board's processes including the monitoring of the Lead Pastor's performance. The Chair is authorized to use any reasonable interpretation of the Accountability Principles as he or she acts to ensure the integrity of the Board process.

*AP 1.2.5      Detail: Relationship between the Board and the Lead Pastor:*

The Board is the primary governing body for RHCF. As such, the Board delegates the day-to-day operation of RHCF to the Lead Pastor. In turn, the Lead Pastor will apprise the Board of all happenings that include, but are not limited to, personnel issues, fiscal issues, buildings and improvements, etc.

*AP 1.2.6      Detail: Responsibility of the Lead Pastor for Visionary Leadership:*

The Lead Pastor has the responsibility, authority, and accountability to serve as the primary spiritual leader(s) of the church. If a question of process arises about the Constitution or Bylaws or the Guiding Principles of the church, the Lead Pastor will defer to the judgment of the Board.

*AP 1.2.7      Detail: Use of the Board Committees:*

The Board committees, if used, will be assigned to reinforce the wholeness of the Board's job and never to interfere with the delegation from the Board to the Lead Pastor or with the work of the staff.

*AP 1.2.8      Detail: Cost of the Board Governance:*

The Board will invest in its own governance capacity through training, outside expertise, research mechanisms, and meetings cost.

**AP 1.3      Component: Monitoring the Performance of the Lead Pastor:**

The Board's sole official connection to the operating organization of the church, its achievement and conduct, will be through the Lead Pastor.

*AP1.3.1      Detail: Unity of Control:*

Only decisions of the Board are binding on the Lead Pastor.

*AP1.3.2      Detail: Accountability of the Lead Pastor:*

The Lead Pastor is the Board's only link to operational achievement and conduct, so that all authority and accountability of staff, as far as the Board is concerned, is considered the authority and accountability of the Lead Pastor. The Board will instruct the Lead Pastor through the Mission Principles, which prescribe the outcomes to be achieved, and through the Boundary Principles, which limit the acceptable means to achieve those outcomes the Board will allow the Lead Pastor to use any reasonable interpretation of the Guiding Principles.

*AP1.3.3      Detail: Delegation to the Lead Pastor:*

The Board will instruct the Lead Pastor through written principles that prescribe the mission to be achieved and establish the boundaries to be avoided allowing the Lead Pastor to use a reasonable interpretation of these Guiding Principles.

*AP1.3.4 Detail: Performance of the Lead Pastor:*

Systematic monitoring of Lead Pastor job performance will be conducted only against the expected Lead Pastor job outputs: church accomplishment of the Board's Mission Principles, and church operation within the Board's Boundary Principles.

*AP1.3.5 Detail: Annual Goals of the Lead Pastor:*

The Lead Pastor will be required to write measurable goals each year that correspond to each of the Board's Mission Principles. At least one of these goals for each Mission Principle must project growth in the number of people who benefit or participate. The Board will rate each of the Lead Pastor's goals on the degree of difference it would make above current trends: a) minimal, b) significant or c) exceptional. A composite of these ratings will result for the annual goals as a whole

*AP1.3.6 Detail: Annual Review of the Lead Pastor:*

Each year, the Board will review the results achieved by the Lead Pastor on each of the annual goals. The Board will recommend and determine a raise or corrective action, subject to budgetary or other financial limitations as follows:

- a) A cost of living adjustment plus a merit increase will be given for exceeding significant goals or achieving exceptional goals as a whole.
- b) A cost of living adjustment without a merit increase will be given for exceeding minimal goals or achieving significant goals on the whole.
- c) No compensation increase will be given for failing to achieve significant goals on the whole.
- d) If significant annual goals are not accomplished the Lead Pastor and the Board will work together to determine why the goals were not met and to encourage the adoption of new goals. The Board and Lead Pastor will work together to establish new goals designed to accomplish the Mission Principles according to AP 1.3.5 above and to avoid issues that may have led to the previous goals not being achieved. At any time during this process, should the Lead Pastor become unteachable and unwilling to submit to the leading of the Board, and is unwilling to work on mutually acceptable goals, corrective measures will be taken by the board and will include, but are not limited to, probation with the potential of termination.

*AP1.4 Component: Budgeting and Financial and Property Management Principles:*

Financial planning for any fiscal year or the remaining part of any fiscal year will be consistent in all respects with the Mission Principles.

*AP1.4.1 Detail: Sufficient Information:*

The Board will base all budgeting on credible projection of revenue and expenses, separation of capital and operational items, relation of expenditures to Mission Principles, and multi-year planning assumptions.