



## EPISCOPAL DIOCESE *of* INDIANAPOLIS

### **Mutual Ministry Reflection: Expectations and Process Overview**

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Mutual Ministry Reflections (MMRs) offer a congregation's primary clergy and lay leaders a regular, scheduled opportunity to reflect on their shared ministry of a congregation's leadership through the lenses of effectiveness, faithfulness, and health. Bishop Jennifer Baskerville-Burrows expects that the Rector/Priest in Charge, Wardens, and Vestry of a parish will undergo a Mutual Ministry Reflection (MMR) one year after the Clergy's Letter of Agreement has been signed and then again every other year after that.

The Mutual Ministry Reflection Process (MMR) is not a traditional performance evaluation of the priest. MMRs provide the clergy in charge and the primary lay leaders of a congregation an opportunity to reflect on their ministry over the past year or two years, consider how that leadership has been shared, offer positive and constructive feedback to one another, surface any points of concern, and discuss goals for the coming year(s). The Bishop's office provides guidance and support for this process, and a third-party facilitator is the facilitator for Mutual Ministry Reflections.

#### Process:

The congregation's Rector/Priest or Warden first contacts the Canon for Congregational Development and Leadership, the Rev. Canon Giulianna Cappelletti Gray, to discuss the parish location and any particular needs that they have in mind for their Mutual Ministry Reflection. In consultation with Bishop Jennifer Baskerville-Burrows, Canon Giulianna offers contact information for recommended Consultants to facilitate the process.

The Rector/Priest-in-Charge or Warden contacts the Consultant to confirm availability, clarify compensation, discuss the process and relevant timeline, and secure a date for the facilitated MMR conversation. The Consultant may send a contract or letter of formal engagement with the congregation that includes these terms. MMRs generally include some combination of written feedback and in-person conversation.

The Mutual Ministry Reflection is a regular need that congregations can anticipate, so financial provision in anticipation of an MMR should be included in the parish's annual budget. If a congregation does not have the financial resources to conduct an MMR for any reason, please do not hesitate to reach out for support from our office.

At the end of the Mutual Ministry Reflection, the Consultant emails the Bishop's Office to confirm the date and time the MMR occurred. The Consultant then prepares an overview of their work, which will be shared with the participating congregational leaders and confidentially shared with Canon Julianna and Bishop Jennifer. A copy of this report should be kept in the congregational files, kept by the Rector/Priest, and will be kept in the files in the Bishop's office.

### The Anticipated Product of the Mutual Ministry Reflection

The Mutual Ministry Reflection assists congregational leaders in considering how they work together, with special attention given to the lenses of effectiveness, faithfulness, and health.

Consultants work to surface:

- 3-4 areas of strength in shared ministry
- 3-4 recommendations for changes that have been mutually discerned that are aimed at promoting greater effectiveness, faithfulness, and health
- 2-3 goals for the mutual ministry of the parish in the next year or two years

Questions: Please Contact The Rev. Canon Julianna Cappelletti Gray at [gcgray@indydio.org](mailto:gcgray@indydio.org)

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