

#3 Behaviors of Effective Teaming (MMSP-KB)

Directions: The items in this questionnaire describe typical behaviors of Pastor-DCE teams. Your task is to indicate to what extent – high, some, little – you desire to be engaged in the following 56 behaviors. As you will note, there is room at the end of this instrument to add other team behaviors that you feel are important to have happen as you begin your ministry together.

Marking Instructions: There are 56 items. Each item begins with the words “As we begin our relationship...” You are to respond to each item by placing an “X” in the response category that most represents your level of need.

Once you have completed the 56 items, please put a check after the ten behaviors that are of most importance to you as you work with another person.

For Example:

AS WE BEGIN OUR RELATIONSHIP, I HAVE...

High Need	Some Need	Low Need		✓
			1. to set aside time to review and prioritize the focus of our ministry.	
			2. to treat each other with warmth, concern, and acceptance.	
			3. to keep the congregation informed of one another’s work.	
			4. to have continuing education opportunities to sharpen leadership skills.	
			5. to have an established time when we meet.	
			6. to talk about the effect our relationship is having on the congregation.	
			7. to gear our work to the goals we’ve established together.	
			8. to promote one another’s programs and activities among the congregation.	
			9. to stay accessible to one another.	
			10. to clarify the limits of our authority.	
			11. to have administrative authority to carry out our individual responsibilities.	
			12. to share our understanding of God’s will for our life.	
			13. to pray for and with one another.	
			14. to forgive past mistakes/failures.	
			15. to affirm that each of us is called to our present ministry.	
			16. to represent one another at congregational functions as the need arises.	
			17. to examine the nature and purpose of the church and its ministry.	
			18. to initiate occasions where extended sharing can happen.	
			19. to derive our staff direction from our understanding of the nature and purpose of the church and its ministry.	
			20. to work through personal religious concerns, questions, uncertainties.	

AS WE BEGIN OUR RELATIONSHIP, I HAVE...

High Need	Some Need	Low Need		✓
			21. to model the life of Christian fellowship we'd like our congregation to have.	
			22. to clarify to whom we are accountable.	
			23. to consult one another on major issues affecting staff time involvement.	
			24. to have a clear definition of our functions/responsibilities.	
			25. to direct our goals toward fulfilling the identified needs of people.	
			26. to encourage each other to reach out, experiment, develop new approaches.	
			27. to clarify how our work will be appraised.	
			28. to guard against the overloading of one person with too many leadership responsibilities.	
			29. to treat each other as ministries of the gospel, differing only in function and title.	
			30. to maintain personal and professional confidences.	
			31. to work through staff leadership assignments with lay leaders.	
			32. to delineate functions/responsibilities within areas of shared staff responsibility.	
			33. to seek out negative reactions from one another regarding our performance.	
			34. to alter work habits and procedures when they're no longer effective or appropriate.	
			35. to maintain confidence about each other regarding failures, misunderstanding.	
			36. to commend one another for a job well done.	
			37. to build upon another's professional skills, talents, experience.	
			38. to rectify a breakdown in communication.	
			39. to acknowledge our mistakes/failures.	
			40. to willingly share our thoughts, feelings, motives, with one another.	
			41. to first air our negative feelings about one another between ourselves.	
			42. to have a general consensus as it relates to the purpose of the church and its ministry.	
			43. to each have a say in who handles the various leadership functions given to the staff.	
			44. to keep one another informed on all important congregational happenings, programmatic development.	
			45. to affirm one another's ministry in congregational meetings and written materials.	
			46. to make needed adjustments in the focus of our ministry.	
			47. to arrive at major staff decision by consensus.	
			48. to maintain a willingness to discuss our view of nature and purpose of our ministry.	

AS WE BEGIN OUR RELATIONSHIP, I HAVE...

High Need	Some Need	Low Need		✓
			49. to have clearly defined goals for our ministry.	
			50. to share our negative feelings about each other directly with one another.	
			51. to review our work with our supervisor or board.	
			52. to actively work for each other's success in leadership roles.	
			53. to clarify and talk through points of tension.	
			54. to develop our short-term goals out of our statement of ministry purpose.	
			55. to develop our ministry goals.	
			56. to maintain flexibility in the assignment of staff leadership functions in congregational activities.	

OTHER BEHAVIORS IMPORTANT TO ME:

Personally:

Emotionally:

Professionally:

Spiritually:

(We are grateful to Dr. Wm. Karpenko of Concordia, Seward for use of material in this section).