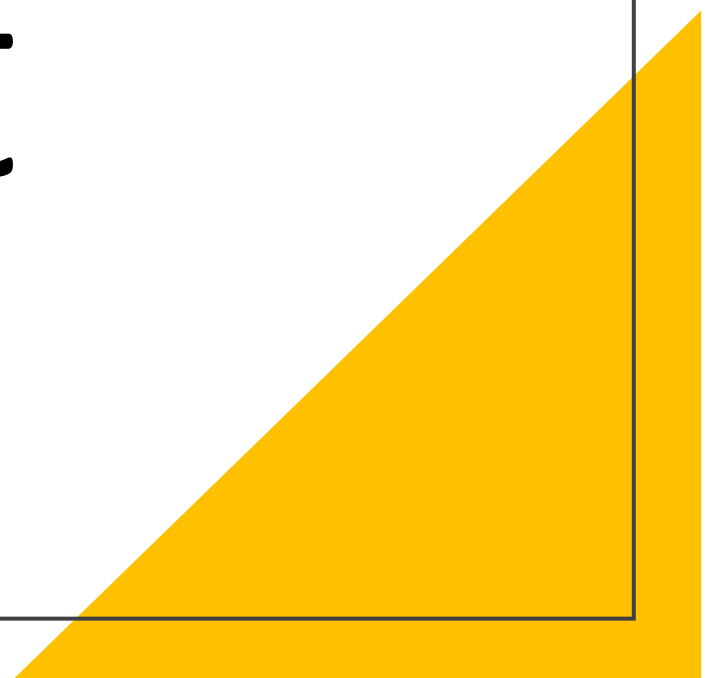


SPRC 2022- 2023 Report

Soapstone UMC Leadership Luncheon

August 27, 2023



2022-23 Members & Responsibilities

Chair: Sarah Lancaster **Vice-Chair:** Tom Huffstetler

Staff Liaison: Mitzi Johnson

Lay Member to AC: Kelly Hodges **Lay Leader:** Dana Tiller

Class of 2023: Karen Lancaster, Becky Graebe, Tom Huffstetler

Class of 2024: Donna Mayo, Chip Hendrickson, Sarah Lancaster

Class of 2025: Meghan Prewett, Minnie Dukes, Brenda Geraghty

Administers the relationship between clergy, staff, congregation, and the District Superintendent in support of the church's mission. Encourages, strengthens, nurtures, and supports the pastor, staff and their families. Assesses clergy and staff effectiveness and establishes salaries and benefits.

Trainings for Staff

We provided 2 trainings for the staff based on Clifton Strengths Assessments.

The workshops were led by SUMC member Susan Graebe, who is a trained assessment leader and Amie Stewart who works for the General Board on Facilitative Leadership.



Susan Graebe



Amy Stewart

Hired 5 New Staff



- Hunter Browning, Pianist
- John Hutchinson, Sexton
- Rebecca Mitchell, Nursery Coordinator
- Payne Knight, AV Tech
- Lindsey Gibson, Administrative Assistant

Approved Associate Pastor Position

We celebrate that Rev. Dr. Jon Tschanz has been commissioned as a Provisional Elder in the UMC. He has now been reclassified from a ministry area “director” to Associate Pastor (3/4 time).



Goal-Setting and Assessment Process

A sub-committee revised the Staff Goal-Setting and Assessment Process. It is in place for the 2023-2024 year.

- Goal-Setting with Supervisor
- Mid-year Check-In
- Collection of Laity Input
- Annual Review

Job Descriptions

We audited all our job descriptions to ensure each depicts accurately the role they describe. Each was rewritten in a standardized format.

- Position Title
- Reports to
- Work Week
- Overview
- Core Competencies
- Duties and Responsibilities
- Qualifications & Requirements