

# Partnership Agreement

## Introduction

- The purpose of this document is to define the partnership relationship which **Agency** has with **Church** in the sending out and in the supporting of **(NAME)** as Mission Partner. It outlines the commitment and responsibilities which *the Partner*, **Agency** and **Church** have to each other.
- This Agreement is not intended as a legal document. It should be read in conjunction with any supporting documentation or resources provided by the **Agency** or **Church**.

**The Parties** to this Agreement are

1. The Partner **(NAME)**
2. The Church **Church**
3. The Agency **Agency**

## The Partner

### Accountability

- **(NAME)** will be ultimately accountable to the **Agency**.
- He/She will also be accountable to a local Team Leadership for all matters in relation to her life and ministry in the location to which he/she has been appointed. He/she will also be accountable to the **Agency** UK office.
- Any relevant concerns which occur in relation to her life and ministry will be communicated to the **Church** via the **Agency** office.
- **(NAME)** will be accountable to his/her sending church, which affirms and partners with him/her in this ministry. This accountability will be manifested in ongoing communication and regular updates on his/her ministry to the Church.

### Communication and Prayer

- The Partner will keep in regular communication with all parties, especially on significant matters of a personal or work nature, so that pastoral and other needs are known as they arise
- The Partner will communicate prayer needs regularly through e-mail updates and in other ways
- Every quarter the Partner will send out a prayer letter/newsletter

## Home Assignment

- During allocated Home Assignment time, the Partner will link up with his/her Support Group and have opportunity to share concerns and any significant changes or developments which affect his/her ministry.

## The Church

The Church will set up a **Support Group** for the Partner covering the following roles:

- i) A Chair/Co-ordinator
- ii) Prayer Co-ordinator
- iii) Newsletter Secretary
- iv) Fundraiser
- v) Pastoral Care

## Pastoral Support

- The Church will keep in regular contact with the Partner, offering support and prayer.

## Prayer and Communication

- The Prayer Co-ordinator, in particular, will ensure that prayer needs and other concerns will be regularly brought before the wider church fellowship through:
  - i) Regular updates in church services
  - ii) Regular updates in church information sheets
  - iii) Regular updates in Prayer meetings
  - iv) Prayer Support Group meetings

## Financial Support

- The church commits to contribute an agreed sum towards the work of the Partner.
- A “champion” will be designated to work with the Partner in the raising of financial support.
- Both Agency and the Partner will communicate to the “champion” any causes for concern.

## Home Assignment

- Appropriate representatives from the Church/Support Group will meet with the Partner to review the ministry and to offer pastoral support. This will occur annually, and more often if required.

# The Agency

## Pastoral Support

- Pastoral oversight is primarily the responsibility of the Agency's Local Team Leadership. However, the UK office works in liaison with this, providing back-up support and care to the Partner.
- The Agency will bring to the church's attention any concerns of a personal or a work nature, and work with the church to give pastoral support to the Partner.
- The Partner will undertake an annual appraisal and any concerns will be communicated to the Church by the Agency in consultation with the Partner.

## Prayer Support

- The Agency will share prayer concerns from the Partner with the wider fellowship. Prayer materials are sent out from the UK office.

## Financial Support

- The Agency will offer any practical support that either the Church or the Partner may need in raising necessary funds.

## Duration of Commitment

This agreement covers a period of **x** years with the expectation that this will be extended, by mutual agreement after that period.

## Signatures

The Partner .....

The Church .....

The Agency .....

DATE: