

NRF AUTHORITY MATRIX and DECISION LANES

	MONEY	PEOPLE	FACILITIES	CHURCH SERVICES	DIRECTION / POLICY
 Members (of Congregation)	 • Presentation to the congregation of LC approved annual budget • Set the Lead Pastor's compensation & benefit levels. • Approve major expenses and investments. • Approve benevolence limits • Approve loans & long-term obligations • Approve capital campaigns & special fundraising programs • Approve Lead Pastor's recommendation for use of undesignated gifts over \$10,000	 • Nominate and affirm LC members. • Vote to hire or terminate the Lead Pastor.	 • Affirm the purchase of land or the sale of church property/buildings	 • Shepherd by being involved as a ministry volunteer. LC members do not have jurisdiction over programming, specific ministries, or staff.	 • Affirm changes to the Bylaws • Approve joining or withdrawing from a denomination or any association that has governance rights.
 Leadership Council	• Propose church-wide annual budget for approval to LC • Set staff compensation & benefits level within budget • Approve expenses exceeding departmental budgets • Approve Pastoral Assistance Funds • Approve ongoing contracts & obligations less than 3 years from the approved budget • Make recommendations to the LC for the use of undesignated funds exceeding \$10,000	• Oversee the Lead Pastor, not staff or volunteers • Coordinate the creation of any Task Forces and their charters • Modify the Lead Pastor's job description & responsibilities • Conduct the Lead Pastor's annual evaluation • Approve recommended candidates for LC Members • Appoint and remove Officers and LC Members	• Approve the expansion of the facilities or major renovations not included in the budget	• Set 3-year church vision / strategic plan (PBAP). • Set & change church-wide ministry strategies in accordance with the 3-year plan • Approve discontinuing or starting church-wide ministries • Propose affiliations with other organizations. • Propose a church plant • Amend and approve all bylaw changes • Approve annually any recommended changes to the Leadership Manual or the Employee Handbook • Keep the Leadership Manual up to date	• Govern through set policies for the church and Lead Pastor. • Approve 3-year plan (PBAP) • Maintain an accurate doctrinal statement. • Approve affiliations with other organizations. • Approve a church plant. • Amend and approve all bylaw changes • Approve annually any recommended changes to the Leadership Manual or the Employee Handbook • Keep the Leadership Manual up to date
 Lead Pastor	• Propose church-wide annual budget for approval to LC • Set staff compensation & benefits level within budget • Approve expenses exceeding departmental budgets • Approve Pastoral Assistance Funds • Approve ongoing contracts & obligations less than 3 years from the approved budget • Make recommendations to the LC for the use of undesignated funds exceeding \$10,000	• Change staff roles, job descriptions & responsibilities. • Hire, promote, or dismiss non-pastoral staff • Hire, promote, or dismiss pastoral staff (LC to be advised) • Conduct annual evaluations for all staff positions • Evaluate, select & remove task force team members. • Approve of nominated LC Members • Oversee church-wide & all-staff communication.	• Approve use of all facilities, grounds & assets for non-church events (weddings, funerals, conferences, etc.) including setting rental rates • Recommend (to LC) changes to the Facility Master Plan • Recommend (to LC) changes or exceptions to facility policies & procedures (except rental rate). • Approve removing or banning a person from church services & property	• Set the number of worship services. • Set service times & overall length of services. • Set message topic/series calendar. • Approve announcements. • Set message time slot duration. • Set message response elements & time slot duration. • Set worship style. • Set the default bible version to be used in services.	• Set 3-year church vision / strategic plan (PBAP). • Set & change church-wide ministry strategies in accordance with the 3-year plan • Approve discontinuing or starting church-wide ministries • Propose affiliations with other organizations. • Propose a church plant • Propose church-wide policy and/or bylaw changes • Keep the Employee Handbook up to date
 Department Heads • Worship • Kids: • Youth: • Adults: • Sunday Services: • Facilities & Office: • LC Nominating Task Force:	• Propose to the Lead Pastor an annual departmental budget • Manage approved departmental budget	• Conduct annual evaluations for direct reports and lay leaders. • Propose the hire or dismissal of direct reports • Volunteer management from recruitment, training, and retention • Evaluate, select & remove volunteers within department's scope of ministry • Oversee departmental & volunteer communications	• Approve or decline use of department's facilities & assets for other church ministry use related to their ministry area Facilities Leader: • Oversee church facilities, grounds & asset maintenance • Oversee facilities calendar • Approve use of church common areas, grounds & assets for church ministry use	• Arrange department's participation in services. • Expand the quality and size of their ministry area impact	• Provide departmental input on 3-year strategic plan (PBAP) • Set & change department ministry strategies in accordance with the 3-year plan • Propose discontinuing or starting church-wide ministries • Establish departmental procedures and guidelines (that do not conflict with church-wide policies)