

# Baptist Registration: Annual Review of the Registration Development Agreement (RDA)

## 1 UNDERSTANDING THE REVIEW

The review has three purposes:

1. To *review* the current RDA – how well did it go, what was achieved, not achieved etc.
2. To *plan* the RDA for the coming year, ensuring that it assists registrants to fulfil the purpose of registration, namely, to actively maintain their:
  - holistic well-being.
  - personal, relational, and professional integrity and accountability;
  - ongoing growth and learning;
  - organisational safety; and,
  - ongoing connection with the wider Baptist movement
3. To *enable* the church or organisation for whom the registrant works to have a greater understanding of the professional development needs of the registrant and more involvement in the planning of that professional development.

## 2 UNDERTAKING THE REVIEW

The review is to be undertaken in the month prior to the yearly application for Baptist Registration. It should be led in person by the registrant's employer e.g., for a pastor this would be a member of the elders' board, for a chaplain this would be their line manager.

The registrant should receive the review questions prior to the review meeting so that consideration can be given to the answers. It would be helpful if the employing entity (e.g., the elders' board) have already discussed suggested goals for the year ahead. This would ideally be done in consultation with the registrant (in this case, the pastor).

A tool for undertaking the review has been developed which is intended to provide a format to facilitate *reflective* conversations. Questions are shaped around the three facets of the RDA. The intention of the review is to have a reflective conversation, on what has worked, what has not worked so well and what could be done differently in all areas of the RDA. *A tool to aid this conversation, is provided below:*



## BAPTIST REGISTRATION : ANNUAL REVIEW OF THE REGISTRATION DEVELOPMENT AGREEMENT (RDA)

The goal of this review is to have a detailed and robust conversation about the previous Registration Development Agreement, encouraging the Baptist Registrant to reflect on what has worked well, what has worked *less* well and what needs to happen going forward. This is also an opportunity for the reviewer to have a greater understanding of the professional development needs of the registrant. With this conversation as the foundation, a plan for the year ahead can be constructed collaboratively that forms the basis of the new Registration Development Agreement in order to maintain:

- holistic well-being.
- personal, relational, and professional integrity and accountability.
- ongoing growth and learning.
- organisational safety; and,
- ongoing connection with the wider Baptist movement

### External Supervision

(1) What has worked well	(2) What has been less effective /hasn't worked well?	(3) What needs to happen / what is the plan for the upcoming year?
<p><i>Questions to consider: Have all the sessions been attended and has the registrant met the commitments of the RDA under the Baptist Union of New Zealand? (BUNZ) What does the registrant see as the benefits of supervision? What has worked well in the session / has the time/day worked well?</i></p>	<p><i>Questions to consider: Where attendance has not been consistent, what have been the blockages/obstacles? What has the registrant found difficult about external supervision</i></p>	<p><i>Questions to consider: What does the plan for the year ahead look like? How will items identified in column 2 be addressed to make supervision more beneficial and to ensure attendance is as per the requirements?</i></p>



## Personal Growth and Learning

(1) What has worked well	(2) What has been less effective /hasn't worked well?	(3) What needs to happen / what is the plan for the upcoming year?
<p><i>Questions to consider: What has been the registrant's most significant learning experience and why? How has learning been integrated into practice? What learning goals have been achieved for the year and how have these impacted the registrant's life and ministry? If there was any movement away from planned goals, why was this and what personal growth and learning took place instead that still met the RDA requirements outlined by the Baptist Union of New Zealand (BUNZ)?</i></p>	<p><i>Questions to consider: What learning options was the registrant unable to complete and why? What were the obstacles in place that inhibited the learning goals to be met? e.g., Were the goals set realistic, did the direction change, were there financial obstacles etc</i></p>	<p><i>Questions to consider: What does the personal learning and growth plan for the year ahead look like? How will items identified in column 2 be addressed to make personal growth and learning goals <b>achievable</b> and <b>beneficial</b> to the context of the registrant's ministry context? What are the particular focus points (goals) in the year ahead for this ministry context and what steps will be taken to achieve these goals?</i></p>



## Whānau Engagement

(1) What has worked well	(2) What has been less effective /hasn't worked well?	(3) What needs to happen / what is the plan for the upcoming year?
<p><i>Questions to consider: In what ways have each of the whānau engagements benefited the registrant personally, in their ministry, and within the church? (Discuss each whānau event attended)</i></p>	<p><i>Questions to consider: What planned whānau engagements did the registrant not attend and why? What were the obstacles in place?</i></p>	<p><i>Questions to consider: What does whānau engagements plan for the year ahead look like? Why are these options being chosen? How will items identified in column 2 be addressed to make whānau engagements <b>achievable</b> and <b>beneficial</b> to the context of the registrant's ministry context?</i></p>



The tool is provided as an *aid* and is *not required* to be completed but used if helpful in facilitating the conversation. The questions below, however, should be covered:

### External Supervision

- Have you attended all of your required supervision as per your current RDA and, if not, what has hindered you from attending?
- How have you benefited from attending supervision?
- Do you need to make any changes to your supervision for next year, and if so, what might they be?
- Who will be your supervisor for next year?

### Personal Growth and Learning

- What has been your most significant learning experience of the year and why?
- How have you been able to integrate your learning into your practice?
- What learning options were you unable to complete and what has hindered you from achieving them?
- What learning goals are you considering for next year?
- What learning options and experiences are you considering to support these learning goals?
- Have you been able to achieve your personal growth goals for this year? (discuss)
- In what ways has your personal growth impacted your life and ministry?
- What personal growth goals are you planning for next year?
- How do you plan to achieve these goals?

### Whānau Engagement

- In what ways have each of your whānau engagements benefited you personally, your ministry, and your church? (Discuss each whānau event that you attended)
- Were there any whānau engagement commitments you were unable to attend, and what hindered you from attending?
- What whānau engagements are you looking at attending next year and why?



### 3 PLANNING THE NEW RDA

The outcomes of the review should help to shape the RDA for the next registration year. This involves setting goals, planning learning and growth, and whānau engagement options that will meet these goals. This should be done in consultation with the reviewer. The tool provided above, if used conversationally may assist as a planning tool as well as one of reflection. It is important that the reviewer is familiar with the RDA requirements outlined for the specific role, hours in role and the category of registration being applied for. These are located under the “Registration Development Agreement” section of Baptist Registration at [www.lifelonglearning.nz](http://www.lifelonglearning.nz)

### 4 CONFIRMATION OF REVIEW COMPLETION

After completing the online registration application, and before submitting it, the registrant will indicate that the review has been completed by selecting a tick box in the application. No follow-up with the Carey Centre for Lifelong Learning (CCLL) is needed by the reviewer, although the CCLL Director will contact a random selection of reviewers each year for feedback.

### 5 EXAMPLE GOALS AND ACTIVITIES

Ministry roles can be amongst the most critical and demanding leadership roles. Serving a community of faith *well* requires ongoing theological, sociological, organisational, technical and relational growth and learning. With this in mind, we encourage you to consider personal goals that will help sustain, support and develop you personally as well as your ministry.

To aid with the setting of robust goals, we have included the following table, showing some examples of *goals*, *activities* that may help with achieving those goals, and how these would fit into the structure of the Registration Development Agreement. It’s important that the activities chosen in the RDA relate very specifically to the goals being set.



**Registration Development Agreement – Example Goals**

Ideally, goals should be set *collaboratively* with the reviewer and on behalf of the ministry setting of the registrant. Goals should reflect the registrant’s identified areas for professional or personal development or, perhaps a particular project / topic that the church/ministry setting is undertaking that requires some particular focus. The activities selected should be the *specific* activities that will help the registrant to achieve the goal. The goals and activities form the basis of the RDA.

Personal Growth and Learning Goals (examples)	Proposed RDA personal growth activities
<p>To enhance work-life balance by implementing some better rhythms and practices around self-care in ministry.</p>	<p>To read <i>The Resilient Pastor: Leading Your Church in a Rapidly Changing World</i> (5hrs) To listen to *** weekly podcast (10hrs)</p> <p>To attend Carey Centre for Lifelong Learning’s webinar series on self-care (4hrs)</p> <p>As part of this, I aim to implement:</p> <ul style="list-style-type: none"> <li>• Attendance at **retreat for 1 day</li> <li>• Plan an intentional sabbath day each week – to replenish</li> </ul>
<p>To understand more about healthy leadership within the church context with a view to growing my leadership skills within the team</p>	<p>I will use Pete Scazzero’s Healthy Leadership Assessment Tool as a guide for growing in both emotional and spiritual health. I will listen to Emotionally Healthy Leader podcast (10hrs)</p> <p>I will attend “The unexpected and most utterly ignored most important aspect of leadership” webinar with Tod Bolsinger (4hrs)</p> <p>To attend the Global Leadership Summit</p>



<p>To develop my understanding of the ways that the gospel connects to youth, particularly as they develop and mature.</p>	<p>To focus on the following questions:</p> <ol style="list-style-type: none"> <li>(1) Are there particular areas of the ways that I understand or present the gospel that help or hinder youth getting to know Jesus?</li> <li>(2) Are there particular areas of adolescent development or the way that youth are existing in their current culture that reveal the truth of the gospel, or that identify particular needs that the gospel answers?</li> </ol> <p>And :</p> <ul style="list-style-type: none"> <li>- identifying 3 youth leaders to coach/mentor discuss these questions with and form a learning group with to focus on the book</li> <li>- reading Gospel-Centered Youth Ministry: A Practical Guide (The Gospel Coalition) as a starting point for discussion</li> <li>- attending Creating a culture of all age discipleship webinar series</li> </ul>	<p><i>These choices would fit under Self Directed Learning within the RDA</i></p> <p><i>This choice would fit under Carey Centre for Lifelong Learning Webinars within the RDA</i></p>
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<p>To understand my own ministry and learning skill set within the context of leadership and develop skills within the areas of mentoring and empowerment</p>	<ul style="list-style-type: none"> <li>• To learn about power structures in the church and the impact they have on levels of participation and discipleship by reading <i>*(insert appropriate book title)</i> (5hrs)</li> <li>• To read <i>(insert appropriate book title)</i> with a specific focus on mentoring within the context of leadership development (5hrs)</li> <li>• To attend "The unexpected and most utterly ignored most important aspect of leadership" webinar with Tod Bolsinger (2hrs)</li> <li>• To identify 3 key mentors within the Baptist Whanau and allocate 2 days within the working year to walk alongside/discuss and learn from them with a view to being 'mentored to mentor'</li> </ul>	<p><i>These choices would fit under Self Directed Learning within the RDA</i></p> <p><i>This choice would fit under Carey Centre for Lifelong Learning Webinars within the RDA</i></p> <p><i>This choice would fit under Other Learning within the RDA</i></p>
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<p>To investigate strategies for developing a culture of discipleship in our church, that covers the needs of “pre-conversion,” brand new, and long-term Christians.</p>	<p>I will read :</p> <ul style="list-style-type: none"> <li>• Developing an Intentional Discipleship System: A Guide for Congregations by Junius B. Dotson</li> <li>• Building a Discipling Culture, 3rd Edition, by Mike Breen</li> </ul> <p>as a starting point for discussion in supervision and also within the church leadership</p> <p>I will visit 3 churches/meet with 3 leaders who have developed or developing the culture of discipleship in their church and look at systems they have in place to promote discipleship across all 3 areas</p> <p>I intend to put a proposal together, following this research and study, to present to the leadership team on a way forward</p> <p>To watch Carey Centre for Lifelong Learning’s webinar series on Creating a culture of all age discipleship (3hrs)</p>	<p><i>These choices would fit under Self Directed Learning within the RDA</i></p> <p><i>This choice would fit under Carey Centre for Lifelong Learning Webinars within the RDA</i></p>
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