



# FIRST UNITED METHODIST CHURCH MISSION OPPORTUNITIES AND POLICIES

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**JUNE 24, 2014**

# FIRST UNITED METHODIST CHURCH MISSION OPPORTUNITIES AND POLICIES

**"For I was hungry, and you gave Me something to eat... naked, and you clothed Me." JESUS Matthew 25:35-36**

The members of First United Methodist Church of Panama City recognize that the needs in Bay County are great in regard to the plight of the homeless and those who are poorest in our community. To help meet these needs in the community, we are encouraging members to help partner ministries in our community to not only meet the physical needs of people, but meet their spiritual needs as well. Every person needs bread to fill their stomach and the Bread of Life to fill their soul. Below are listed the ministry opportunities to date, through which our church is helping the homeless and hurting in Bay County.

## **Food Pantry:**

Open Wednesdays and Fridays between 9am-noon. Location on the US-B98 side of the Community Life Center. Clients may return every 60 days with a picture ID.

## **COMMUNITY BREAKFAST:**

We have reached out to the homeless, near-homeless, or folks who just need a hot meal and have invited them to breakfast at the Trinity Center served from 8:00 to 9:00 with doors open at 7:15 on every Saturday morning throughout the year.

## **Thursday Feeding at McKenzie Park**

We have partnered with other groups of Churches and organizations to provide a good hot meal for the homeless community every Tuesday and Thursday each week. We prepare and host the meal once every other month at the McKenzie Park in the parking lot of Carroll McCauley law office.

## **Café Hope**

Provide an education platform that concentrates on the training of culinary arts to those that seek help in either improving life skills as it relates to diet, and/or employability skills in the restaurant industry.

## **Community Housing Project**

Our goal is to provide temporary adequate housing for homeless members of the community while providing support and accountability in developing skills that will move them into permanent housing.

## **Celebrate Recovery**

To offer Christ centered healing from our brokenness through love, hope, forgiveness and community.

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In all of our ministries with children and youth, this congregation is committed to demonstrating the love of Jesus Christ so that each child will be surrounded by steadfast love, established in the faith, and confirmed and strengthened in the way that leads to life eternal. (Baptismal Covenant II, *United Methodist Hymnal*, p. 44).

God calls us to make our churches safe places, protecting children and other vulnerable Persons from sexual and ritual abuse. God calls us to create communities of faith where children and adults grow safe and strong. [From *The Book of Resolutions of The United Methodist Church-2000*, pp. 180-181. Copyright © 2000 by The United Methodist Publishing House, Used by permission.]

## ETHICAL STANDARDS FOR MINISTRY

### The Preamble

Laity and clergy who engage in the professional activities of prayer, counseling, biblical interpretation, spiritual advice, consultation, and advocacy have carried out these services for centuries, believing that compassionate service is an expression of the God's love. Characterized by an appreciation for all people as God's children and for their diverse cultures, belief, and experiences, the work of ministry professionals includes a commitment to ethical behavior. Although an ethical code is not a legal document, these guiding principles establish the expectations of professional conduct in this congregation.

### Ethical Standards

The following ethical standards are relevant to the work of clergy, lay paid staff, and volunteers serving as ministry professionals within the congregation. These standards address the ministry professional's responsibility to members and constituents of the congregation, the ministry professional's obligation to maintaining professional competence, including continuing education and self-care, and the ministry professional's ethical responsibilities toward the congregation, colleagues, and the community.

A. The purpose of the Ministry professionals' contacts with members and constituents of congregations **is** to promote spiritual, mental, and interpersonal health.

B. Ministry professionals treat all people with respect, acceptance, and dignity, and they avoid saying or doing anything that would harm the individuals they serve.

C. Ministry professionals discuss with individuals and groups they serve the purpose, goals, and nature of the helping relationships, including limitations of the proposed relationship.

D. Ministry professionals inform the congregation and individuals within the congregation of their education, training, and areas of competency in the helping relationship. They inform individuals with whom they are entering a counseling relationship of their background, training, and competency. They know the limit and scope of their professional knowledge and offer services only within their knowledge

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and skill base.

E. Ministry professionals obtain regular training to increase their skills and to keep their education current, especially in the areas of professional ethics and abuse prevention.

F. Ministry professionals protect individuals they serve by maintaining records and conversations in a confidential manner. They respect each individual's right to privacy and confidentiality except when such confidentiality would cause harm to the client or others, when denominational policies state otherwise, or under stated conditions such as those covered by local, state, or federal laws. Professionals inform those they serve of the limitations of confidentiality before establishing the helping relationship.

G. Ministry professionals are aware that in their relationships with members and constituents of the congregation, power and status are unequal. They acknowledge that they have power over others as they serve as spiritual guides and mentors.

H. Ministry professionals recognize that dual or multiple relationships increase the risk of harm to those who are served, including the possibility of exploitation and sexualized relationships. Ministry professionals seek consultation as necessary to examine areas in which they may be compromised in their ability to provide services, for example, when dual or multiple relationships exist within the helping relationship.

I. If for any reason ministry professional's level of functioning is impaired due to declining emotional or spiritual well-being, they will seek consultation. The ministry professional, along with the consultant, will determine the level to which competency is impaired and may redirect or limit the current workload until full functioning is restored. This may include the referral of parishioners to other helping professionals.

J. Ministry professionals do not engage in sexual relationships with members or constituents of their congregations or other organizations they directly serve. They do not engage in counseling relationships with people with whom they have previously had sexual relationships. They do not have sexual relationships with persons whom they have previously counseled. It is the ministry professional's responsibility to establish that no harm would result from establishing a personal relationship in the years after any form of professional relationship has ended.

K. Ministry professionals adhere to denominational and congregational policies regarding sexual abuse and harassment and all local, state, and federal guidelines regarding the reporting of neglect and abuse.

L. Ministry professionals seek consultation and supervision when assisting individuals with mental health issues. They refer members and constituents of the congregation to therapists and other professionals when the individual's issues are beyond the ministry professional's level of education, training, or competency.

M. Ministry professionals do not engage in sexual harassment of any kind with

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members of their congregations, colleagues, ministry candidates, or others whom they supervise.

N. Ministry professionals respond to unethical behavior of colleagues by talking directly with the colleague and, if no resolution occurs, may report the colleague to a ministerial supervisor, pastor or coordinator of the ministry.

O. Ministry professionals are aware of the public nature of their profession and their responsibility to uphold the integrity of the faith community in which they serve with the highest possible ethical standards. They use their education and professional standing to improve the community and society in which they work and live.

P. Ministry professionals uphold ethical standards, comply with professional requirements, and agree to take responsibility for their behaviors. They do not engage in conduct that compromises their professional responsibilities or reduces the public's trust in the profession.

## **GUIDELINES FOR OUR MINISTRY**

Guests entering your facility should be treated with respect. However, they need to be informed of any ground rules the Church may have, as well as the Church staff and volunteers.

Guidelines the Church may develop and communicate to guests could be:

- Hours of operation
- Registration procedures
- Appropriate clothing
- No alcohol or drug usage or being under the influence upon entry
  - No weapons
  - No abusive, threatening, or profane language or actions
- No squatters, ones who come and sit on church grounds or in our campus outside regular church congregational meetings. This means 15 minutes before and then 15 minutes after each congregational set meeting times. This will cover squatters who sit and smoke, use internet, or canvas parking lot for guest and members for money or handouts.
- No stealing or damage to another guest, volunteer, staff member or our facility.
  - No pets unless the pet is a service dog
  - No disposal of personal belongings or human waste on property
- Depending upon the seriousness of the breach of our guidelines the police will be called immediately or one warning will be given and then upon the second occurrence the police called.

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- Anytime an occurrence occurs a report has to be reported to staff for documenting the account.

**Many of the staff and volunteers within the Church may not have worked with homeless.**  
**Here are some of the basics in working with homeless:**

- Allow the homeless guests to own their successes and their failures.
- We have specific ministries that will provide support to the homeless and our community.
  - We will hold a high standard to having a safe environment for our children through the older adults. Any behavior that creates or threatens any one on our campus with threats or fear will immediately be asked to leave.
    - The presence of homeless or a squatter on our campus outside regular ministry opportunities will be asked to leave and a second time the authorities will be called.
      - It is imperative to maintain order and discipline at all times.
  - Encourage the homeless guests to make healthy and life giving decisions without directing or leading them.
    - Allow homeless guests to experience their feelings while assisting them in the appropriate ways to express those feelings.
- Show compassion. One need not have experienced the actual pain of a situation in order to understand what the individual is going through, trust your intuition.
  - Allow the homeless guests to explore options and come up with solutions to their problems without feeling the need to fix their problems for them.

**When staff or volunteers are interfacing with homeless guests, please remember to NOT:**

- Give out your last name, address, telephone number, or other personal identification to the guests.
- If you have youth volunteers, remind the volunteers to not give out their school name or wear clothes with the school logo. Advise guests when the volunteer is next scheduled to work.
  - Provide transportation for guests.
  - Carry money with you to the site.
    - Lend money to guests.
  - Provide medication of any type (even aspirin).
    - Take personal laundry home for guests.
- Clean up any bodily fluids, especially blood, unless you are wearing the necessary personal protective equipment (PPE), and have been trained in blood borne pathogens.
  - Secure employment for guests.

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- Allow the guests to attach themselves to the volunteer, creating differentiation.
  - Ask probing or personal questions.
  - Purchase items for or from guests.
- Contact a referral agency on behalf of a guest.

If youth volunteer with the homeless, it is important for them to work side-by-side with adult staff or volunteers, and not be left alone with the guests. Adult staff or volunteers should be supervising the youth volunteers at all times.

Other responsibilities of those initiating, executing and sustaining missions:

- Discovering intentional and contemporary ways to share the gospel
- List of places to have as referral
- \*\* Education of our Church Family of these guidelines
- Setting up accountability; personnel with volunteers and staff connections
- Standard of Safe Sanctuary policy is priority

## **SPECIFIC GUIDELINES FOR OUR OUTREACH PROGRAMS**

### **Community Breakfast Procedures**

#### **Mission Statement:**

To place ourselves into the arena of God's transforming power found in a shared life of service one to another; that is, we can be a force of good in the lives of persons whom we come to know through this program and at the same time we can be transformed by their presence in our lives as we recognize God working within them. "

#### **Objective:**

Building community so that we can ultimately be informed change agents and advocates participating in the welfare of the homeless or near homeless in our community

#### **Goals:**

Witness the presence of God through action and word keeping in mind our over-arching purpose; To do the things that Jesus teaches us to do. Feed the Hungry and cloth the Naked, Love one another.

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## **Methods:**

Each Saturday a cooking team prepares a hot meal consisting of standard breakfast fare, augmented with cereal, milk, juice, fresh fruit, and coffee. Doors open for service at 0715 AM and the meal ends at 0900 AM. All guests register and like the volunteers wear nametags throughout the morning. Guest attendance tends to be between 60-90 folks per week. Many guests participate almost weekly. At 7:45 a general welcome will be made by a volunteer, a member of the cooking team will announce the menu, a brief prayer will be offered for our guests, the volunteers and the food. Following the prayer, announcements are made about the varying spinoff programs such as Café Hope and the Clothes Closet. A critical part of the ministry is sitting with our guests and developing relationships with them as to better understand their needs. The Community Breakfast program depends upon volunteers. The hope is the program will move to a place where the volunteer base is sufficient that everyone can participate as much or as little as they choose and no one will be overtasked. Persons willing to volunteer can assist in a variety of jobs. Often persons will fill more than one volunteer role on a particular Saturday; for example, a person may arrive and begin helping with final preparation, later transition to a server and end as part of the cleanup crew. This program is funded by donations, a 50.00 per week allocation from the budget fund, and fund raising activities.

## **CAFÉ HOPE**

### **Mission Statement:**

Provide an education platform that concentrates on the training of culinary arts to those that seek help in either improving life skills as it relates to diet, and/or employability skills in the restaurant industry.

### **Objective:**

To help those that are less fortunate enhance their life skills, and help encourage a broadening of self-esteem and self-awareness in the workplace.

### **Goals:**

Teach individuals skills and sanitary aspects that relate to the production and menu planning of food, in the areas of baking, pastry, meat and vegetable cookery and salads.

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## **Methods:**

This will be accomplished through a 13 week curriculum program with certificates issued at the various stages and an overall achievement at the end of the training.

## **Community Housing Project (CHP)**

A Program of the Community Breakfast

### **Mission Statement:**

The CHP recognizes that many good works are often sacrificed on the altar of perfection and therefore is willing to accept a certain level of failure in order to achieve a meaningful level of transformation in the lives of members of our community. Adequate housing is a basic need; inadequate housing for any member of the community is an issue for all of the community. The mission of the CHP is to provide viable candidates with temporary adequate housing as they attempt to transform their lives.

### **Objective:**

Create a viable sustainable program that assist homeless persons in finding housing as they make needed lifestyle changes which will allow them to move into non sponsored permanent housing.

### **Goals:**

The CHP goal is to provide temporary adequate housing for homeless members of the community while providing support and accountability in developing skills that will move them into permanent housing.

### **Methods:**

The CHP recognizes that many good works are often sacrificed on the altar of perfection and therefore is willing to accept a certain level of failure in order to achieve a meaningful level of transformation in the lives of members of our community. Adequate housing is a basic need; inadequate housing for any member of the community is an issue for all of the community. The Selection and Oversight Committee is the main organizing and functional management body for the ministry and will be composed of four members. The original committee will be composed of the Mission Coordinator for FUMC or her/his designee along with three other volunteers. The committee will develop criteria for an objective and open selection process of persons to participate in the program, develop oversight procedures to facilitate the success of the participant and the well-being of the program, and establish appropriate program rates/fees to cover utilities and build a participant's balance in the return-of-fees feature to allow a participant to move to permanent housing after completion of the program. Factors to be considered in the selection process are: ability to pay a share of the fees, ability to co-exist with others in a mutually supportive life style, and a willingness to address the issues that resulted in their homeless state and which may block their path to a more permanent housing situation. The committee will also meet periodically on an informal basis with those persons in

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the program and provide feedback on their participation and make adjustment to individual participation as well as overall program management. All meetings of the committee are open to any interested person; however, only committee members will decide on individual participant issues.

## **Volunteers**

### **Advocates**

Each program participant will be assigned an advocate who, in addition to the Selection Committee members, will provide direct support and feedback to the program participants. The advocates will provide encouragement and feedback as the participant outlines any issues that may have arisen since their last meeting.

### **Participants**

Participants for the housing program will be drawn from the community served by FUMC. Participants must demonstrate a willingness and ability to complete the program. Each participant will be recommended and sponsored by a Community Breakfast volunteer. The recommending volunteer will not necessarily be the participant's advocate during the program but certainly may be considered for that role.

### **Program Outline**

The program is based on a person taking responsibility for their own welfare with a hand-up from friends and cohorts. Each participant will be afforded housing for a six to nine month period for a nominal fee and a commitment to pay an equal share of utility bills with other persons who may also be living in the provided accommodations. The participant will, during their time of tenure in the provided accommodations, address the issues that have previously resulted in their loss of housing and develop a plan that will allow them to move on to more self-sufficient housing arrangements. At the end of the successful completion of the Housing Program, the nominal fees collected during the Program, other than utility bills, will be returned to the participant at the conclusion of the program so that the participant will be able to acquire permanent accommodations with a deposit for rent and utilities in-hand.

Each participant will be responsible for the care and upkeep of the housing consistent with the standards of the landlord and the standards as set forth by the Selection and Oversight Committee. These standards will be outlined in the agreement between the committee and the participants upon entry into the program. In order to have a facility that is conducive to holistic life-style choices, the housing provided will be maintained as a drug-free environment. Alcoholic beverages will be considered as falling within the drug category.

If an alcoholic beverage is desired by a participant it will be consumed off of the premises and the consumption of alcoholic beverages will not result in behavior that is counter-productive to the overall goals of the program. Illegal drugs are not to be brought onto the premises either within the possession of the participant or after having been consumed by the participant. Use of illegal drugs will terminate the agreement between the Committee and the participant.

During the period of tenancy, the participant will be responsible for developing a plan to become more self-sufficient in obtaining permanent housing. Three major factors in obtaining permanent housing will be: 1) to develop a track record as a good tenant, 2) address the issues that kept the participant from previously obtaining permanent housing, and 3) developing a plan for obtaining

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permanent housing either by themselves or in conjunction with others, which may include the return-of-fees feature of the FUMC Community Housing Program.

During the period of tenancy, the Selection and Oversight Committee and a participant's Advocate will be responsible for being an equal partner with the participant in the program; that is, the participants and the advocates along with the committee members will work equally on the issues confronting a participant. At no time will an advocate or a committee member work harder toward a solution of an issue than the participant.

## **Celebrate Recovery of Panama City**

(Planning to start July 7, 2014)

Celebrate Recovery is a biblical and balanced program that helps us overcome our hurts, hang-ups, and habits. It is based on the actual words of Jesus rather than psychological theory.

The purpose of Celebrate Recovery, or CR is to fellowship and celebrate God's healing power in your life through the 12 Steps and 8 Recovery Principles. This experience allows you to be changed. As you progress through the program you discover your personal, loving and forgiving Higher Power-Jesus Christ.

### **CRPC Meets Every Monday in the Trinity Center**

Dinner starts at 5 pm -- *Come enjoy a free fellowship meal with other participants.*

Large Group session starts at 6 pm -- *Worship, lesson, personal testimony or special guest speaker.*

Small groups start 7 pm -- *Take part in a men's or women's group that are issue specific*

Café 8pm -- *Great Fellowship, great "coffee" & great desserts*

## **THE ROAD TO RECOVERY**

### **The 8 Principles Based on the Beatitudes**

**Principle 1:** Realize I'm not God; I admit that I am powerless to control my tendency to do the wrong thing and that my life is unmanageable. (Step 1)

*Happy are those who know they are spiritually poor. MATTHEW 5:3a TEV*

**Principle 2:** Earnestly believe that God exists, that I matter to Him, and that He has the power to help me recover. (Step 2)

*Happy are those who mourn, for they shall be comforted. MATTHEW 5:4 TEV, NIV*

**Principle 3:** Consciously choose to commit all my life and will to Christ's care and control. (Step 3)

*Happy are the meek. MATTHEW 5:5a TEV*

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**Principle 4:** openly examine and confess my faults to myself, to God, and to someone I trust. (Steps 4 and 5)

*Happy are the pure in heart.* MATTHEW 5:8a TEV

**Principle 5:** Voluntarily submit to every change God wants to make in my life and humbly ask Him to remove my character defects. (Steps 6 and 7)

*Happy are those whose greatest desire is to do what God requires.*

MATTHEW 5:6a TEV

**Principle 6:** Evaluate all my relationships. offer forgiveness to those who have hurt me and make amends for harm I've done to others, except when to do so would harm them or others.

(Steps 8 and 9)

*Happy are those who are merciful to others.* MATTHEW 5:7a TEV

*Happy are those who work for peace.* MATTHEW 5:9 TEV

**Principle 7:** Reserve a daily time with God for self-examination, Bible reading, and prayer in order to know God and His will for my life, and to gain the power to follow His will. (Steps 10 and 11)

**Principle 8:** yield myself to God to be used to bring this Good News to others, both by my example and by my words. (Step 12)

*Happy are those who are persecuted because they do what*

*God requires!* MATTHEW 5:10 TEV

## Step Study Groups

Step study groups meet weekly and are gender specific, (at other times other than our Monday night Program). They will be led by trained individuals who have been prepared to teach the recovery program based on the eight principles from the Beatitudes. They will use four books as they work through the recovery process.

## RESOURCES

**LIFE MANAGEMENT CENTER**, they have partnered with us in support that goes beyond our lay volunteer help to the homeless and ones in need. They provide help to children, youth and adults in areas like but not limited to Crisis intervention, suicide prevention, mental health issues, and detoxification. We have some of their staff participating in the Saturday morning breakfast.

Phone number is 850-522-4885

**H&H Coalition** is a regional database maintained by the homeless and hunger coalition that allows us to track services provided to homeless and at risk families and others seeking benevolence, agency resources, etc. This can help us in the future minister to individuals and families so we can know background and their past support and aid given. This resource will give the church access to a lot of info and referral info. The membership is to be setup under our Marianna/Panama City UMC District office with gives all of our UMC churches the resources to expand and grow a accountable and fruitful outreach programs to the homeless.

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