



WORLDWIDE  
CHURCH OF GOD

*Living and Sharing the Gospel*

# GC2 equipper

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The monthly ministry development newsletter of WCG-USA Church Administration and Development.  
*Equipping for active participation with Jesus in his Great Commandment – Great Commission ministry.*

Dear congregational leader:

We address in this issue of *GC2 equipper* the important work of our District Pastoral Leaders (DPLs). The WCG-USA is ably served by about 30 DPLs—each devoting significant time to supervising and supporting the Congregational Pastoral Leaders (CPLs) within their District Pastoral Network (DPN).

The work of our DPLs is vital and deeply appreciated. We often receive comments from CPLs thanking us for their DPL. We appreciate those comments and encourage you to let your DPL hear from you personally.

Most DPLs pull “double duty”—serving as both DPLs and senior pastors. These servants of God receive little monetary compensation for their DPL work. Truly, it is a labor of love, and I urge all CPLs to uphold their DPLs through prayer and in the following important ways:

- Promptly answering DPL emails and telephone messages. Please check your email and phone answering machine and/or voice mail at least daily, and respond promptly. Doing so is common courtesy and vital for effective DPL/CPL communication.
- Submitting monthly church and quarterly financial reports on time and with complete and accurate information. DPLs and the CAD office rely on these reports as primary sources of information in understanding the needs of our CPLs and their congregations.
- Consistently participating in teleconferences and face-to-face huddles called by the DPL. Doing so is part of each CPL’s continuing education requirement. These meetings are vital in providing mutual support and in administering our accountability systems.
- Keeping their DPL informed in other ways concerning the challenges, victories and needs they experience. Open, meaningful and consistent communication is vital for us all.

In Christ’s service,  
Dan Rogers  
Director, WCG Church Administration and Development



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## DPL responsibilities

Each DPL oversees several CPLs within their DPN. This oversight includes supervision and relational support provided through DPN meetings, email coaching and occasional visits. DPLs are called upon to meet the following ministry responsibilities:

1. Model a personal relationship with Jesus to encourage the ongoing spiritual formation of the CPLs in the network.
2. Model for CPLs a personal love for the lost and commitment to relational evangelism. Establish a relationship with the CPLs characterized by love and grace and encourage CPLs to pastor their congregations with love and grace.
3. Model Christ-centered worship in DPN meetings and help CPLs understand how to do the same in their congregations.
4. Model the Spirit-led, Word-directed life, encouraging CPLs to do so within their congregations.
5. Offer encouragement and appropriate correction when CPL behavior/teaching is not expressive of a Spirit-led, Word-directed life.
6. Encourage CPLs to understand and teach WCG theology and doctrines.
7. Encourage CPLs to give Christ-centered, transformational expository sermons and Bible studies.
8. Focus on disciplemaking in accordance with the WCG ministry model, including team based leadership, collaborative decision making and the ministry of all believers.
9. Model accountability and teach CPLs to be accountable to those who supervise them and to those who minister with them.
10. Confirm that CPLs have a vision document for their congregation(s) that includes a vision description, mission statement, and key result areas (strategies) with related faith and work goals.
11. Encourage CPLs to develop ministry leaders, pastoral leaders and multiply disciplemaking ministries.
12. Encourage CPLs to organize and administer their congregations using ministry teams that operate in accordance with the *WCG Church Administration Manual* and the *WCG Financial Management Manual*.
13. Represent denominational leadership and be a primary source of communication between CPLs and the denomination.
14. Arrange for CAD ministry developers to provide training seminars in the network at least once every nine months.
15. Receive each CPL's monthly church report. Evaluate the report and follow up as necessary.
16. Assist the CAD office in conducting periodic performance reviews of CPLs in the network.
17. Review the quarterly and annual financial reports submitted by each congregation. Follow up as needed.
18. Assist the Regional Pastoral Leader in administering grievance, disciplinary, and appeals processes within the network in accordance with Chapter 8 of the *WCG Church Administration Manual*.
19. Be prepared to answer CPL questions concerning WCG's *Church Administration Manual*, *Financial Management Manual*, *Church Building Manual*, and *Employed Pastors' Manual*.

## Reimbursing DPL expenses

In this section, we want to acquaint all congregational leaders with standard procedure for reimbursing DPLs for the expenses they incur in serving CPLs and congregations within their network. DPL expenses are reimbursed in three ways (see below). At times, the administration of this policy may be awkward for congregations and DPLs. By informing all about the policy, we hope difficulty and embarrassment will be minimized. Thanks to all involved for assisting in this matter.

### 1. Reimbursement via the DPL stipend

Most DPL-related expenses are reimbursed by a regular stipend given to each DPL by Church Administration and Development (CAD). The stipend also provides a modest supplement to the income most DPLs receive as employed WCG pastors.

The expenses covered by the CAD stipend include costs associated with teleconferences and face-to-face meetings that are called by the DPL. Reimbursement covers travel, telephone charges and the like. In this way, the DPL's home congregation and the congregations of the DPN are not burdened with the DPL's regular, on-going expenses. The stipend is funded by denominational income.

### 2. Reimbursement from the receiving congregation

Note that the DPL stipend is NOT sufficient to cover all DPL expenses. When a CPL or other leader within a congregation requests services from their DPL, the receiving congregation is expected to reimburse the DPL for their related expenses (mileage, lodging, meals, copying costs, etc.).

For example, a CPL might ask their DPL to travel to the CPL's congregation to make a presentation, to consult with the CPL and their leadership team, or to participate in a special congregational event (such as an anniversary). In such circumstances, it is expected that the receiving congregation will reimburse the DPL for their related ministerial expenses.

Reimbursement checks should be written by the receiving congregation, issued to, and sent to the DPL. Such checks should always be backed up with receipts that are provided by the DPL in accordance with standard reimbursement policies set forth in the *WCG Financial Management Manual*.

Back-up receipts are to be submitted by the DPL to the congregation no later than 60 days following the expenditure, and the congregation should reimburse the DPL no later than 30 days after the receipts and reimbursement request are received.

### 3. Reimbursement in special circumstances

In special circumstances, a DPL may need to visit a congregation when the visit is not requested by the receiving congregation. When this occurs, and the DPL's CAD stipend is insufficient to cover the related expense, it is expected that the receiving congregation will reimburse the DPL. If this is not possible, or if there are other extenuating circumstances, the CAD office should be consulted *before* the expense is incurred. In limited cases the CAD office may be able to help cover the expense.