

**WEST JAMAICA CONFERENCE OF SEVENTH-DAY ADVENTISTS**  
Ministerial Department

# **MINISTERIAL ACTION PLAN 2025**

**Theme: Holy Spirit Transformation for End-Time Proclamation -  
Latter Rain Mission**

**ALL THE FAMILY IN MISSION**



**Focus: Pastors, Elders, Leaders and the Diaconate**

**President:** Pastor Glen O. Samuels

**Ministerial Secretary:** Pastor Vencot Dyer

**Departmental Secretary:** Miss Anna Kay Williams

## **To: PASTORS, ELDERS AND DEACONS**

I greet you in the precious name of our Lord and Savior, Christ Jesus.

I take this opportunity to acknowledge and commend your faithfulness to the cause of Christ and to encourage you to continued growth and development as we take our ministries to the next level through training and development seminars, public evangelism exploits, and the All the Family in Mission Initiative in 2025. 2024 is now behind us, and we have learned to embrace this continued emergence of a new mode of ministry through the impact of modern technology, and thus have witnessed West Jamaica Conference and its churches impacting the world through the Online Worship Experience and the local churches' programming.

We give God thanks for the many victories won and pray that our faiths have been strengthened in spite of the challenges experienced. West Jamaica Conference has been on an upward trajectory in evangelistic results since the pandemic year, and in 2025 we are committing to taking this to the next level through the eight waves of the Latter Rain Mission 2025, the Elders Baptism on February 25, Public Evangelism efforts, and through our Small Groups and Personal Witnessing.

We continue to encourage you to complete and return the pastoral evaluation instrument, also, even as we look forward to greater feedback in 2025. We also commend you for your faithful support of our quarterly parish seminars, which has now transitioned into the biannual Parish Mission Seminar now for 2025. We anticipate that going forward we will see even more faithful adherence to the education and training programs of the local church, so that our elders, leaders, and diaconate may be more fully equipped to handle the plethora of challenges that faces our congregations and community-at-large.

I encourage you as Paul encouraged Timothy, "be thou an example of the believers, in word, in conversation, in charity, in spirit, in faith, in purity;" (1Tim 4:12) as together we labour in the master's vineyard. 2025 is the year when we re-engage "All The Family in Mission", and every pastor, elder, deacon, and deaconess must get our families involved, as we fulfill our discipleship responsibilities mandated by the Great Commission. I look forward to sharing with you as together we grow in the faith, share in the gospel, serve in the community, and reap God's harvest. It is my prayer that you will have a prosperous and happy 2025, as we look forward to the coming of our Lord and Saviour, Christ Jesus. May the love of Christ constrain us.

- *Pastor Vencot Dyer, Ministerial Secretary*

## **MISSION STATEMENT**

To glorify God by proclaiming the everlasting gospel, meeting human needs, and discipling every believer in West Jamaica Conference

## **VISION STATEMENT**

Every believer living in readiness for Christ's second coming

## **OUR CORE VALUES**

### ***RESPECT***

Respect to God and to every person regardless of age, gender, ethnicity, economic or social status, political or religious beliefs, and for the environment.

### ***EXCELLENCE***

Always striving for the best, and honoring God for talents and accomplishments.

### ***HUMILITY***

Selflessness in service to God and mankind

### ***COMPASSION***

Extending sympathy, mercy, and kindness to everyone

### ***INTEGRITY***

Always governed by the highest ethical standards, including issues of honesty and truthfulness

### ***FAIRNESS***

Demonstrating equity in all human relations and interactions

### ***COMMITMENT***

Following the example of Jesus in service to God and all mankind

### ***FORGIVENESS***

Being grace-oriented, accepting forgiveness and readily forgiving those who have wronged us

***RESPONSIBILITY***

Being accountable to God and our fellow-men for tasks assigned and actions taken

***PUNCTUALITY***

Respect for time, meeting appointments and producing reports

***TRANSPARENCY***

Practice openness in governance

**STRATEGIC ISSUES**

Each event, program, or ministry organized through the church should reflect one or more of the Strategic Issues.

- 1. GROWTH AND CONSOLIDATION**
- 2. HEALTH AND FAMILY WELLNESS**
- 3. EDUCATION AND TRAINING**
- 4. CHURCH IN THE COMMUNITY**

These issues are to be addressed through the three-fold focus of: **MISSION, MINISTRY AND MENTORSHIP**, as together we seek to finish the work of the gospel in all the world and to reap the “Latter Rain Mission” Harvest in 2025.

These will be carried out through the all-encompassing evangelistic focus of the Inter-American Division for 2025: **ALL THE FAMILY IN MISSION**, as we engage the entire family to be involved in staying focused on the strategic issues above, growing in faith, sharing the gospel, serving in our community, and reaping God’s harvest.

## STATEMENT OF PURPOSE

The united efforts of the Pastoral Ministry and the laity, allow for the growth and development of the church. The Ministerial Department affirms the importance of the local church in the fulfilment of Christ's commission. The Department thus assists the pastors, elders, leaders, and the diaconate in fulfilling this task. They are served in the following areas:

1. **Proclamation.** Keeping the pastors ever conscious that their first calling is for the proclamation of the Word to the Church and the world, presenting Jesus as Saviour and Lord to all people regardless of race, gender, nationality, tribe, or economic status.
2. **Personal growth.** Encouraging pastors in their personal growth, fostering a vibrant relationship with God that yield a strong sense of self-worth and pastoral mission.
3. **Professional growth.** Promoting the professional growth of pastors in the study and practice of ministry, representing their interests at the local conference, and enhancing the image of the pastoral ministry in order to attract qualified persons and keep them in its ranks. Training seminars will be continued so that the pastors, elders, leaders, and diaconate can be more fully furnished to carry forward the mission of the Church. These training seminars will allow the opportunity for more elders to be certified and more leaders and the diaconate to be ordained.
4. **Church growth.** Enabling pastors to nurture their congregations so they may be centres of loving concern, dynamic evangelism, and the presence of the living Lord.

## MINISTERIAL DEPARTMENT CALENDAR OF MISSIONS 2025

DATES	ACTIVITIES	LOCATION
<b>January</b>		
Jan 9-Feb 6	Elders Certification Training	Virtual
01-Feb 15	<b>Latter Rain Mission 2025 - 1<sup>st</sup> Wave</b>	All Districts
09	Pastor's Quarterly General Meeting	WJC
11	Convention – Hanover/St James	
14	Pan Jam Ministerial Meeting	Mandeville
16	Pastoral Matrimony Training	
18	Convention – Westmoreland/St Elizabeth	
19	WJC Recognition and Awards Banquet (Pastors and Lay-workers)	TBA
27-31	Week of Prayer for the Ministerial Family	Virtual
31	Deadline For Submission of Pastoral Evaluation forms – Jul-Dec 2023	All Churches
<b>February</b>		
1-28	Month of Elders and Leaders	All Churches
15	Elder's and Leaders Recognition Day	All Churches
16	Parish Mission Seminar - Hanover	Lucea SDA
22	Church Elders Baptism Day/Elders' Certification Day	All Churches
23	Parish Mission Seminar – St Elizabeth	Santa Cruz
<b>March</b>		
1-30	<b>Latter Rain Mission 2025 – 2<sup>nd</sup> Wave</b>	All Churches
09	Parish Mission Seminar - Westmoreland	Sav. SDA
23	Deacons and Deaconesses Summit	WJC
29	New Believers Recognition and Involvement Sabbath	All Churches
<b>April</b>		
1 - May 17	<b>Latter Rain Mission 2025 – 3<sup>rd</sup> Wave</b>	All Churches
01	Pastors Quarterly General Meeting	WJC
14	Parish Mission Seminar – St James	WJC
24	PanJam Sports Day	NJC
26	Pastor's Baptism Day	All Districts
<b>May</b>		

17- June 30	<b>Latter Rain Mission 2025 – 4<sup>th</sup> Wave</b>	
31	Evangelism & Nurturing Convention	
<b>June</b>		
20	WJC Ministerial Development Seminar	WJC
28	New Believers' Recognition and Involvement Sabbath	All Churches
<b>July</b>		
01 – Aug 16	<b>Latter Rain Mission 2025 – 5<sup>th</sup> Wave</b>	All Churches
01	Pastor's Quarterly General Meeting	WJC
31	Deadline for Pastor's Evaluation (Jan. – June 2025)	All Churches
<b>August</b>		
17 – Sept 30	<b>Latter Rain Mission 2025 – 6<sup>th</sup> Wave</b>	All Churches
17	Parish Mission Seminar - Westmoreland	Sav SDA
24	Parish Mission Seminar – St Elizabeth	Santa Cruz
<b>September</b>		
07	Parish Mission Seminar - Hanover	Lucea
14	Parish Mission Seminar – St James	WJC
18	JAMU Leadership Development Seminar	TBA
27	New Believer's Recognition and Involvement Sabbath	All Churches
<b>October</b>		
01 – Nov 15	<b>Latter Rain Mission 2025 – 7<sup>th</sup> Wave</b>	All Districts
02	Pastors Quarterly General Meeting	WJC
11	Ministerial Family Appreciation Day	All Churches
22	Pastoral Couples Certification	Online
25	JAMU Heritage Quiz Finals	
<b>November</b>		
01-08	Week of Prayer	All Churches
08-22	C.E.L.P. – (Church Elders & Lay Preachers Evangelistic Series)	WJC/Online
15 - Dec 31	<b>Latter Rain Mission 2025 – 8<sup>th</sup> Wave</b>	All Districts
29	Deacons and Deaconesses Affirmation Day	All Churches
<b>December</b>		
27	New Believer's Recognition and Involvement Sabbath	All Churches

**N.B.** - the responsible personnel will communicate changes regarding event venues if any arises.

## PROGRAMMES

- **Elder's Baptism day and Certification**

Every Elder working with at least three candidates toward their baptism, and to be granted the permission to perform said baptisms. Every Elder to be prepared for the Elders Certification day that Sabbath.

- **Heritage Quiz**

The Heritage Quiz is an annual programme organized through the Ministerial Department of the Jamaica Union. Members are encouraged to focus on specified periods of the local and global history of the church along with select Biblical books/passages.

Each congregation may enter the quiz with a team of six to eight individuals which must include an elder, a child and a youth. The goal is to encourage a greater appreciation for the history of the church and improve Biblical knowledge.

- **Parish Administrative Cell (P.A.C.)**

This group is comprised of all pastors assigned to the particular geographical location of the parish, select school administration, and elders.

The P.A.C. guidelines require the presence of Elders in order to appropriate Conference-Wide Development (C.W.D.) funds.

**P.A.C. Meetings are held as follows:**

**Hanover-** Third Wednesday of every other month beginning January

**St. Elizabeth-** First Tuesday of every other month beginning January

**St. James-** Second Thursday of each month

**Westmoreland-** Second Wednesday monthly

- **Pastoral Evaluation**

Pastors are evaluated by the local church boards twice annually:

1. In July, to cover the period January - June
2. In January, to cover the period July - December of the previous year.

**Evaluations should be done at a duly called board meeting permitted by the pastor, yet with his absence.** Responses are to be given prayerfully and honestly. Evaluation results will



have no punitive consequences but will aid the Administration in devising strategies for improving pastoral performance and service delivery.

- **Parish Mission Seminars**

The Parish Mission Seminars are organized on a parish basis in collaboration with other Departmental Directors to further equip the local church officers for service. It provides added training in leadership, facilitates one-to-one interaction and rapport, and facilitates the sharing of best practices in ministry leadership at the local Church.

## **RESOURCES**

- **Pastoriad.org** – this website caters to the training and certification of Pastors and to the management of the discipleship program of the Church in the Interamerican Division.
- **Everyelderinvolved.com** - This website is supplementary to the pastoriad.org platform that caters to the training and certification of elders and the discipleship program of the Church.

- **Pastors**

1. Church Manual
2. Pastoral Ministry
3. Elders' Handbook
4. Ministry Magazine - Subscription is sponsored by the organization. Ministrymagazine.org provides valuable information to aid the Pastor  
The Church Manual, Pastoral Ministry and Elder's Handbook may all be downloaded from the [www.westjamaica.org](http://www.westjamaica.org) website.

- **Elders**

1. Church Manual
2. Elders' Handbook

### **Other Publication for Elders**

- ✓ Elders' Digest - Quarterly resource for local Elders
- ✓ Ministry, Elders Review - A quarterly magazine for church Elders

## **C.E.L.P.**

### **Church Elders and Lay Preachers Online Evangelistic Series**

This is the annual conference-wide online evangelistic series for elders and lay preachers which involves two of our elders/lay preachers speaking for two weeks. The main field preparation strategy involves elders/leaders preparing candidates in their locale for baptism during the series.