

Leadership and Administration

Part 4 of 4
Detailed Outline

VI. The Spiritual Gift of Administration

“And God has appointed in the church, first apostles, second prophets, third teachers, then miracles, then gifts of healings, helps, administrations, various kinds of tongues.” (1 Cor 12:28)

A. The meaning of the word “administrations”

1. The word here is *kybernesis* (κυβέρνησις), which means “government.”
2. This is a derivative of the verb form that means “to steer a ship, to guide.”
3. The concept of helmsman makes this “obviously suitable for figurative use for a statesman.”

B. The church has many administrative tasks.

1. Detail work, the machinery that keeps things going.
2. Examples: all the communication that goes on in a church, like bulletins, weekly email, communication with those outside the church.
3. Making up baptismal certificates, arranging the details of things that need to be administrated, coordinating use of the church buildings, overseeing scheduling, etc.
4. Anyone who leads in ministry knows there is a plethora of details that need to be done!
5. While these can all be done by various individuals, there must be those who coordinate the big picture, keep it all running smoothly.
6. This is where the gift of administration is so important in the church.

C. Benefits of encouraging this gift are many.

1. People serve much better when they know the big picture is operating smoothly.
2. A good administrator can help reduce conflicts and encourage harmony between ministries.
3. This helps stave off burnout.

D. Various levels of implementation

1. Overall administration, smaller areas (Sunday school, youth ministries, small groups, etc.)
2. Example: One woman tried many different ministries, and it always ended up in frustration (teaching children in Sunday school, nursery, youth ministries, leading games). Then she organized our Christmas dinner. You’d almost think we were at a high-end restaurant. She told me, “That was nothing, easy. It didn’t seem like work at all.” She was at peace, full of joy. She found her gift: administration in meal preparation.

E. The benefit of the gifts of leadership and administrations for the elders

1. Blessed is the elder group that has at least one person with the gift of administration.
2. A gifted administrator can run an effective elders’ meeting, support the other elders by looking after the details, keep the agenda on track, and make sure things get followed up on.

3. I have known some churches that have only one full-time staff person—an administrator and not a full-time teacher or pastor-elder. This frees up the elders to work in the area of their gifting, teaching, leading.
4. Administrators don't all need to be elders. But the elders should make sure administration is being done well by the people most suited for that ministry.

VII. Conclusion

- A. I once talked with a young man who attended a large church; he was struggling with an issue in the church, and I asked him, "Have you talked with the pastor about your concerns?" He said, "He would not even know who I am; he limits himself to only a few people."
- B. The most prominent person in the church, the one called "the pastor," had no time for anyone except a few individuals! Something is wrong with that scenario.
- C. The answer is not to wear out one individual with all the responsibilities of ministry and shepherding. No man can do it all.
- D. Often in current evangelicalism, a church hires a pastor to be:
 1. Visionary leader
 2. Administrator
 3. Teacher
 4. Counselor
 5. Mediator
 6. Pastor (in the sense of visiting the sick, needy, afflicted)
- E. It is impossible for one man to do all that.
- F. If we can identify those with the gift of leadership and the gift of administration, and let them do their work, it frees up the teachers and counselors and pastors to do their work effectively.
- G. A plurality of elders best fosters the effective use of spiritual gifts, especially the gifts of leadership and administration.