



Church Vision Training Event

Turning Vision into Reality



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Vision- Who are we?
Why do we exist?
What does success look like?

Assessment – Where are we now? (S.W.O.B. analysis)

Structure – How do we move forward?

Teams – What are our human resources?
How do we best work together?

Vision

“First Church” Ministry Analysis

This is a tool to help us understand where we are and clarify where we want to be. This process will help us define specific direction for this ministry by

- 1) Defining what we want this ministry to look like (our “desired future”)
- 2) Taking a “snapshot” of where we now (S.W.O.B. analysis)
- 3) Defining and implementing a ministry plan to get us from here to there

(Step 2) Where we are now → **(Step 3) Ministry Plan** → **(Step 1) Where we want to be**
(Snapshot) (Bridges the gap between what we are and what we want to be) (Destiny)

Step 1: Define the desired state of this ministry

We start at the end:

- Why do we exist? What is our purpose?
- What is our unique calling as a church
- What does success look like for this ministry? If we do it right, what will it look like?
- What is the scope of this ministry? (ministry parameters)
- What will we accomplish for the kingdom of God?

This step requires:

- Great courage and humility
- Patience: this is the most crucial step in the entire process
- Church leadership who are willing to pray, search, discuss, and wordsmith together until it is right
- An understanding that our church has a uniqueness when it comes to advancing the kingdom of God
- An understanding that everything else we do must align with this

"First Church" Directional Documents (example)

** Here we have our identity and mission as a church on a single page

Who We Are

Our Vision: *First Church is a dynamic and loving family where Jesus is exalted, people find God's plan for their life and are equipped to impact our region and the nations.*

Why We Exist

Our Mission: *Loving God, Loving People, Together Impacting Our World*

Practically, this means that every ministry at First Church aims their efforts in three directions:

- ▲ Toward knowing and loving God more
- ▲ Toward growing together by developing meaningful relationships
- ▲ Toward using whatever influence God gives us to impact our world

What Motivates Us

Here are the core values that guide how we do ministry at First Church

Loving God – A place where God is understood from His Word, experienced in His presence and loved through a lifestyle of obedience, integrity and faithfulness. Loving God includes exhibiting a character that bears the fruit of Christ: purity, sacrifice, forgiveness and seeking to please God.

Loving People – A place where hurting people can find love, forgiveness and encouragement. A place of refuge where we learn, grow and experience God through meaningful relationships in small groups, ministry groups and corporate services.

Outward Focus – Our ultimate goal is to glorify God and declare him to the world. For this reason, we mobilize our church to look beyond our walls to minister the gospel of Christ and make disciples in our community, our region, our nation and the world.

Word of God - We believe in the authority and eternity of the Holy Bible and are committed to teaching and living it out through corporate services, Bible studies, small groups and seminars. We seek to develop a learning culture where disciples are ever growing in their understanding of the scriptures.

Power of God – We believe that God is living and dynamic and that He longs to interact with His people. First Church is a place where people are able to engage the presence and power of God both personally and corporately, including salvation, miracles and the baptism in and gifts of the Holy Spirit.

Centrality of Christ – While we value the dynamic work of the Holy Spirit, we believe that the Spirit will always exalt and reveal Christ. While we value the written Word of God we believe that it always reveals the living Word, Jesus Christ. We seek to keep Jesus at the center of all ministry and teaching of the church.

Empowering People – We believe that every member is a minister, and that the church is to be a school (a place to be trained), not a theater (a place to watch others). First Church is a place to develop people into mature followers of Jesus Christ, identify spiritual gifts and release them to minister in their God-given gifts.

Healthy Families – Families are the core institution of God's kingdom. At First Church, we promote strong, healthy families by providing support and education and by fostering mentoring relationships.

Assessment

Step 2: Take a snapshot of where we are now

The S.W.O.B. Analysis - helps us do an honest evaluation of where we are right now by defining our *strengths* and our *weaknesses* and then recognizing *opportunities* and *barriers* in this ministry. Be specific and thorough when answering these questions:

Questions to consider:

- What is the “state of the ministry”?
- How well is our vision understood?
- How is the health of our leaders?
- How is our support structure?
- What is the state of our leadership team? (consider group relations, morale, etc.)

Strengths: What aspects of your church are growing in effectiveness? What qualities does your church possess that give you the unique ability to address specific needs or opportunities?

- What is positive about this ministry?
- What aspects of this ministry are growing in effectiveness?
- What are our positive human resources?
- What unique qualities do we possess with in our ministry structure?

Weaknesses: What aspects of your church are not efficient or effective? What limitations keep you from moving forward or achieving your vision?

- What aspects of this ministry are not efficient or ineffective?
- What limitations are keeping us from going forward?
- What do we see lacking that is essential to success?

Opportunities: What opportunities exist now, or could in the near future, of which you might prepare to take advantage?

- What opportunities exist now, or could in the near future, of which we might be prepared to take advantage? (outreach, recruiting workers, expanding or improving present ministry, training leaders/workers etc.)

Barriers: What barriers exist now or could in the near future, that might derail, distract, or in some other way keep you from achieving your vision?

- What barriers exist now, or could in the near future that might derail, distract, or in some other way keep us from achieving our ministry vision?

During the S.W.O.B. analysis, ask questions like:

- Are we effectively reaching non-Christians?
- Are we creating and sustaining real community?
- Is there significant spiritual growth occurring among our core?
- Do ministry teams effectively support the vision of the church?
- Do our worship services move people to greater understanding/intimacy w/God?
- Is cash flow adequate to take advantage of opportunities?
- Are the staff members well trained and able to do their jobs?
- Are current outreach marketing processes effective?
- Do you have clear and effective assimilation and discipleship processes?
- Are your governance processes designed to facilitate your vision?

This step requires:

- Great humility and honesty
- The ability to look squarely at your weaknesses without beating each other up over them
- Courage to ask all kinds of new questions and “go there” on issues that may have been taboo
- Trust and open communication among the elders
- An openness to “outside” opinions

A sample S.W.O.B. Analysis

Strengths

Sunday services (worship/pulpit ministry)
Meeting Facility
Form of church government
Relationships/Unity among elders
Longevity (30 years, good reputation within the community)
Relationships with other churches
Committed Core of people
World outreach/opportunities to linking people with the world
Good balance of Word and power
Increased emphasis on marriages/marriage counseling team
Venues to train leaders
Trinity Christian Academy (Homeschool cooperative)
We are not in denial – we know that we need help

Weaknesses

We are not effectively reaching non-Christians
We are not intentionally creating and sustaining real community
We do not have clear and effective assimilation and discipleship processes
Definition for staff/ ministries (expectations)
Assessing how effective we are (inspections)
We have not sustained effective Christian discipleship experiences
Cash flow is not adequate to take advantage of opportunities
No effective church marketing processes
Staff is not as well trained as we would wish

** All of these weaknesses reflect a lack of structure – It is not that we are not willing to do these things, or do not have the vision, but rather that we have not known how to implement the structures and systems required to make it happen

Opportunities

Local television outreach
Keeping visitors that are coming now
Outreach to the expanding community
Prison ministry
Discipling believers
Training leaders
Connecting people to the world

Barriers

Money
Lack of structure/lack of knowledge
Lack of community (being committed to this church)

Structure

Step 3: A sample Ministry Plan

In light of the first two steps, we will begin the process of developing systems, defining processes and building ministry teams that are diverse and well defined. We will examine our human resources and place people in ministry areas that compliment their gifts, passion and experience. In this process we will focus on:

- Building teams
- Defining roles/job descriptions for team members
- Defining critical ministry goals and time lines
- Improving communication within the team
- Leadership support and development

The ministry plan will eventually include:

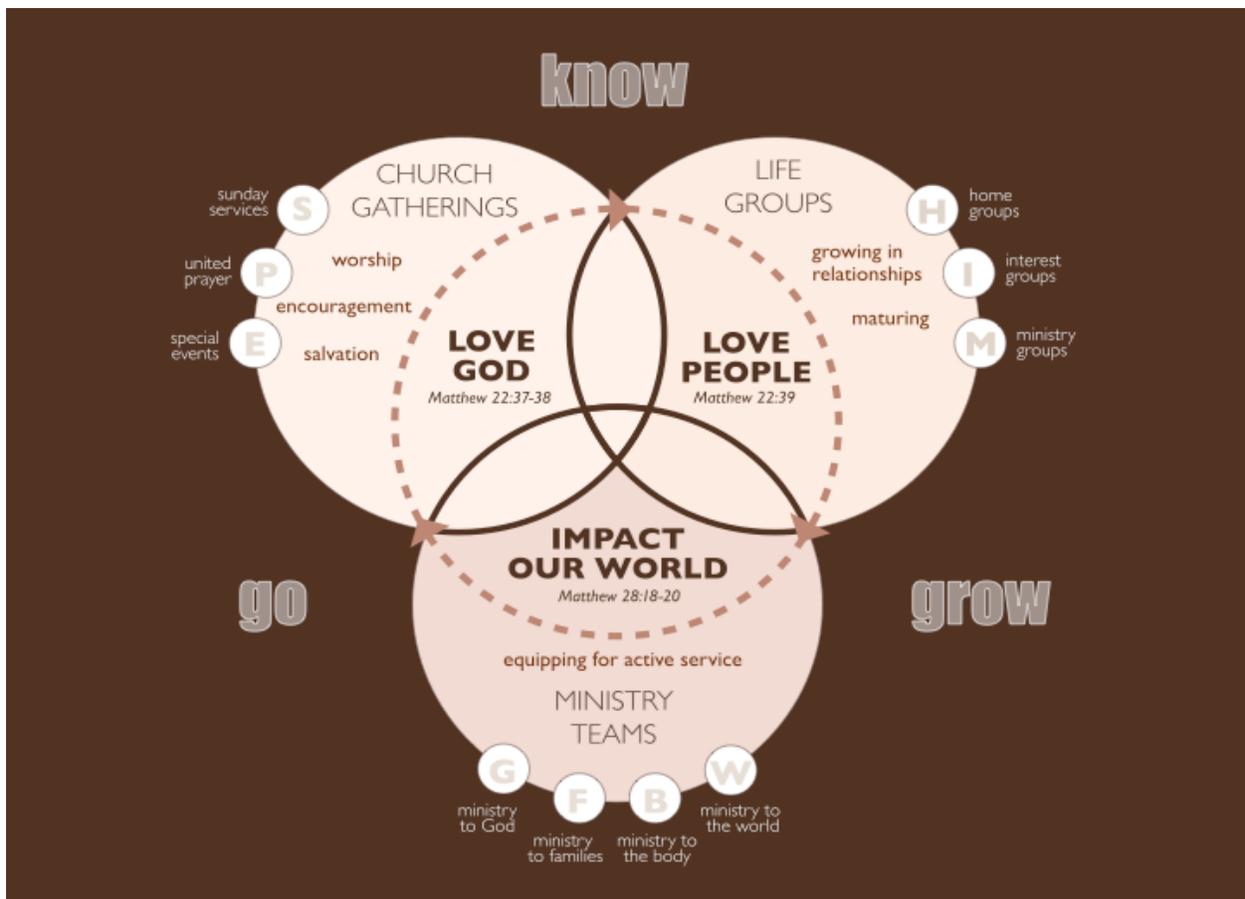
- Definition of specific ministry functions
- A “playbook” for each sub-group in your team
- Expectations for each ministry
- Guidelines for measuring success
- General training from leaders (done by elders and Ministry Team Leaders)
- “Ministry specific” training (done by Ministry Team Leaders)

This Step Requires:

- Clarity
- Movement
- Alignment
- Focus
- Strategic Planning
- Definition of “Critical Success Factors”
- Timelines
- Measurements

An example of a church vision expressed in a visual

Once we understand our unique call as a church and discover and define our “DNA”, we need a tool to clearly communicate this to our congregation. The idea is to make sure that everyone understands our vision, so that every ministry can align with that vision.



Ideas on how we can present our "Vision Page" to the body?

- Meeting with tiers of leadership
- Meeting with full leadership team once a quarter
- Put it on publications/website
- Overhead slide that is shown weekly
- Speak it from the Pulpit (preach through our "Core Values")
- What are our "buzz words"? Use them often
- Train our small group leaders
- Put this on the front page of each ministry "playbook"

Four key elements to a simple church:

Clarity → **Movement** → **Alignment** → **Focus**
(process for growth) (flows logically) (every area) (abandon all else)

Clarity – *the ability of the process to be communicated and understood by the people*

- The *how* is clear. It is discussed, taught, illustrated, communicated well
- The process must be clear first to the leaders, then to the people
- Understanding precedes commitment – people must grasp/internalize process
- Only what is simple can be understood
- When there is no clarity, people assume a direction or invent one (aimlessness)
- Work hard so that everyone can grasp it, articulate it and own it

Movement – *The sequential steps in the process that cause people to move to greater areas of commitment to God*

- What causes a person to go to the next step of commitment to Christ
- Movement is about hand-offs (think of a relay race)
- Worship service → Small Group *or* Observer → Contributor
- Sadly, most churches focus on programs, not movement
- Look at the weekly church calendar and regularly scheduled programs and place all programs in a sequential order along the ministry process

Alignment – *the arrangement of all ministries/staff around the same simple process*

- Everyone, every department every staff member every ministry area submits to the overarching process
- Thus, the entire body is moving in one direction, in the same manner
- Without this everyone is passionate about his own ministry but not the big picture
- Without alignment everyone is competing for the same space, resources, time on the calendar, volunteers, etc.
- All churches naturally drift away from alignment
- Alignment brings simplicity – without it, complexity is certain

Focus – *The commitment to abandon everything that falls outside of the simple ministry process*

- Focus is the element that gives power and energy to clarity, movement and alignment
- It does not make ministry leaders popular – They must sometimes say no to unnecessary things
- We abandon all that is outside the ministry process because it steals energy and attention from what the leadership has determined as necessary
- Ask difficult questions before something is implemented –will this fit the format? Is it profitable or is it clutter?
- Focus means that we have blinders on – we choose not to see diversions

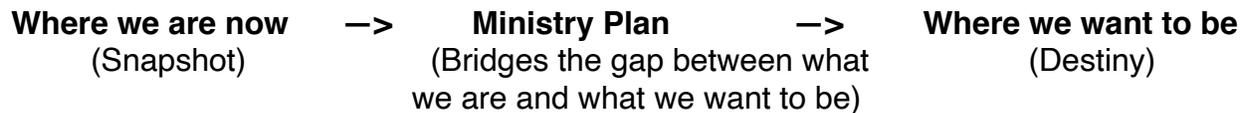
- From the book *Simple Church: Returning to God's Process for Making Disciples* By Thom Rainer and Eric Geiger, 2006, Broadman and Holman

“First Church” Strategic Planning

Strategic Steps	Area of Need	Area of Need	Area of Need
<p style="text-align: center;">Critical Success Factor</p> <p>(What we must do now to move toward our vision?)</p>	<p><i>Service</i> (<i>example</i>)</p>	<p>House Churches</p>	<p>Assimilation</p>
<p style="text-align: center;">Measurements</p> <p>(How do we measure success?)</p>	<p><i>Number of people serving in ministry (volunteers)</i></p>		
<p style="text-align: center;">Church Wide Objective</p> <p>(One far-reaching church-wide initiative)</p>	<p><i>Increase involvement by 100 people</i></p>		
<p style="text-align: center;">Shared Goals</p> <p>(What could the entire church participate in?)</p>	<p><i>250 people taken through spiritual gift assessment or “Shape”</i></p>		
<p style="text-align: center;">Ministry Area Plans</p> <p>What specific plans can each team/ministry leader implement in this direction?)</p>	<p><i>Ministry to God team adds 25 people</i></p> <p><i>(Worship – 8 Prayer – 10 Prophetic/Altar -7)</i></p>		

An example of team building/alignment

First Church *Hospital and Homebound Care Ministry* Ministry Analysis



Step One: Where do we want to be?

We start at the end. What is the *purpose* of this ministry? What is the desired outcome of participating in this ministry? If we do this right, what will it look like? What will we accomplish for the kingdom of God?

- Why do we exist?
 - ❑ Aid the elder team in shepherding those in the First Church body who are hospitalized or homebound
 - ❑ To equip the members of First Church who are inclined toward mercy and faith to offer hope and meet practical and spiritual needs
- What does success look like for this ministry?
 - ❑ Team members equipped and mobilized to minister
 - ❑ No one in need is left behind
- What is the scope of this ministry? (ministry parameters)
 - ❑ We minister to *members* of First Church who are homebound or in the hospital
 - ❑ Effort will be made to coordinate with the elder team and other ministry teams so that no one person is overburdened
- How do we align with the overall vision of First Church?
 - ❑ We are loving God by loving those members of First Church who are in need. By doing this we impact lives of these individuals and their family members.

Step Two: Where are we now?

Strengths of the ministry presently:

What is positive about this ministry?

People are feeling loved, connected and cared for

What are our positive human resources?

- 1) A caring office staff
- 2) An engaged elder team
- 3) A core group of lay ministers who have a heart to minister
- 4) Other individuals who can work with the team
 - a. Writing notes/cards
 - b. Taking care of practical needs
 - c. Healing prayer teams

Weaknesses in the ministry presently:

What aspects of this ministry are not efficient or ineffective?

- We need a more defined process for communication and mobilization
- We need more trained volunteers (training on the New Testament ministry of healing and pastoral etiquette when visiting)

What limitations are keeping us from going forward?

- Mobilizing a team with defined purpose
- Creating a “playbook” so that everyone knows the process

Opportunities:

What opportunities exist now, or could in the near future, of which we might be prepared to take advantage?

- This ministry is a great opportunity to connect and care for members
- This ministry is a great opportunity to outreach to family members and grow our church
- We can recruit like-minded and gifted people to join our team
- We can brainstorm to make this ministry ever more effective

Step Three: Creating a Ministry Plan

Begin the process of building a ministry team that is diverse and well defined, placing people in ministry areas that compliment their gifts, passion and experience. In this process we will focus on:

- Building the team
- Defining roles/job descriptions for team members
- Defining critical ministry goals and time lines
- Improving communication within the team
- Leadership support and development

The ministry plan will eventually include:

- Definition of specific ministry functions
- A “playbook” for each sub-group in your team
- Expectations for each team member
- Guidelines for measuring success
- General training from leaders (done by elders and Ministry Team Leaders)
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First Church

Hospital and Homebound Care Team Survey

The First Church Hospital and Homebound Care Team exists to help love and care for the practical needs of those who are hospitalized or homebound within our church family. If you are willing to help in any of the areas below, please indicate and turn this form at the table in the foyer.

Hospital Ministry

I would enjoy writing cards to members in the hospital.

I would enjoy calling members in the hospital to check on them.

I would enjoy visiting members in the hospital. (This is on a rotational basis.)

Homebound Ministry (Home, Nursing Home, Assisted living)

I would be willing to send cards to people in a homebound /assisted living facility/nursing home setting.

I would be willing to call people that are in a homebound/assisted living facility/nursing home setting.

I would be willing to visit people that are in a homebound/assisted living facilities/nursing home setting. (This is on a rotational basis.)

I would be willing to get groceries for the homebound.

I would be willing to do light housekeeping for the homebound.

I would be able to do yard work/general repairs for the homebound.

I would be willing to be a friend to **one** homebound member which may involve visiting, perhaps taking them shopping periodically, reading a book to them, doing communion with them, etc.

Other: _____

Name _____ **Phone** _____

Email _____

Creating a Ministry Area Plan (MAP)

Ministry Action Plans

Each Ministry needs to formulate an action plan that includes purpose, scope, team structure, processes, job descriptions and how their ministry fits into the overall vision of loving God, loving people and impacting the world.

The Ministry Area Plan (MAP) includes:

The Ministry

The name of the ministry - [Hospital and Homebound Care Ministry](#)

The stated purpose of the ministry - [To aid the elder team in shepherding those in the First Church body who are hospitalized or homebound](#)

The scope of the ministry - [We ministry to *members* of First Church who are homebound or in the hospital](#)

How the ministry fits in with the overall vision of First Church - [We are loving God by loving those members who are in need. By doing this we impact lives of these individuals and their family members.](#)

The Team

The team leader: [Debbie Harris](#)

[Sub-teams include: Office/Communications, Visitation Team, Practical Needs, Follow-up Progress](#)

Playbooks for each particular ministry

- Job descriptions for leaders
- Description of the overall system
- Specific job descriptions for workers
- Specific descriptions of processes
- Specifics about expectations and commitments for workers

First Church *Hospital and Homebound Care Ministry*

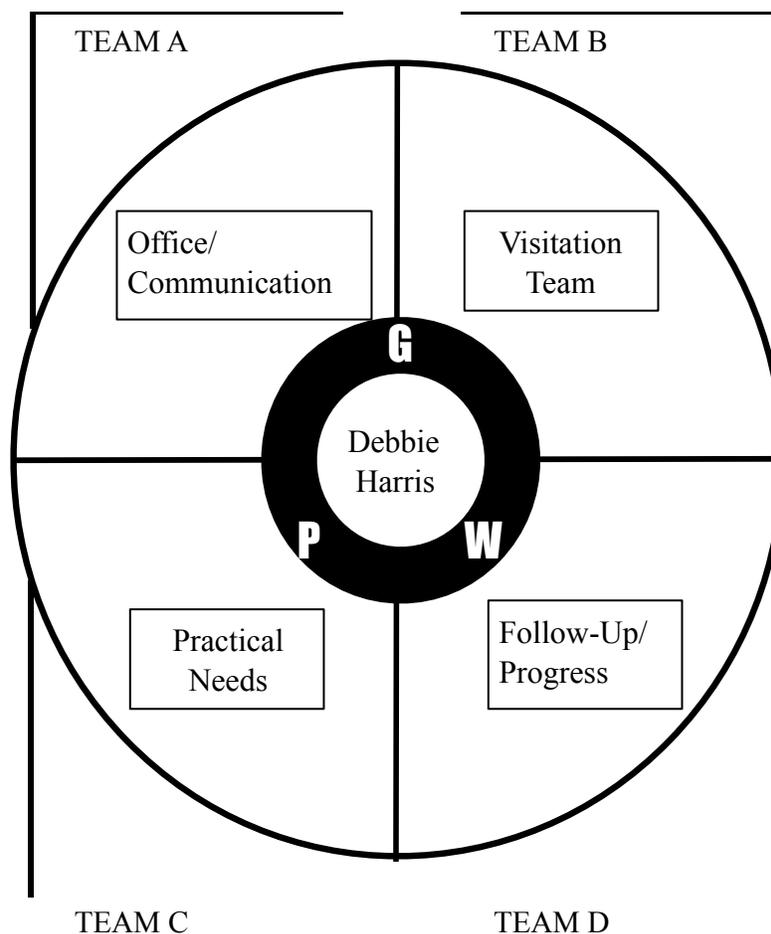
The purpose of this ministry team - We exist to aid the elder team in shepherding those in the First Church body who are hospitalized or homebound, meeting practical needs and making them feel loved.

The scope of the ministry - We minister to *members* of First Church who are homebound or in the hospital

How the ministry fits in with the overall vision of First Church - We are loving God by loving those members who are in need. By doing this we impact lives of these individuals and their family members.

The Team

The team leader: Debbie Harris



The Process:

- 1) Information comes into the office
- 2) Office Administrator contacts the pastors, and Debbie Harris
- 3) Debbie contacts members of the HHCM, arranges visits and keeps a database of visits
- 4) Phone calls and follow up are arranged

Temporary needs – calls/visits – daily contact, meals, baskets, etc.

Ongoing needs – calls/ visits, cards, transportation, house cleaning/repair, communion, etc.

Communication Team:

Cherrie/Debbie/Sharon

Visitation Team:

Pastors

Jack and Jean Wright

Gary Hagerman and “mobile healing team”

Terry and Kathy Martin

Paul Queen

Lisa Harvey

Follow-up/Progress Team:

Cherrie/Debbie

Compassion Ministry (Sylvia/ Andrea)

Practical Needs Team:

Charlie Riggs/Curtis Phillips

Lisa Harvey

* We also have an expanded team made up of people willing to help out in various ways

Treat Everything as a Project

In order to successfully complete any project, there are specific definitions that must be clearly communicated:

- 1) **Rationale**
 - a. Why are we doing this?
 - b. What are the goals?
 - c. What does success look like? (give a snapshot of what we want)
 - d. Are the goals of this project aligned with the vision of Trinity Chapel?

- 2) **Leadership** (who has authority/responsibility)
 - a. Clearly define who is in charge and who they are accountable to
 - b. Have we assembled the team(s) necessary to pull this off?

- 3) **Timeline**
 - a. When do we want this accomplished (set the date in conjunction with the leader of the team)

- 4) **Resources** (what do we have to work with)
 - a. Financial (How much money can we spend?)
 - b. Human resources (who will be working on the project)
 - c. Networking with other ministries

- 5) **Parameters** (what we want done/do not want done)
 - a. Financial constraints (budget)
 - b. Proprietary constraints (morality, ethics)
 - c. Polity constraints (must work within organizational structure/systems)
 - i. Consider impact on other ministries: you do not stand alone, you cannot make decisions that will effect other teams that are not under your authority
 - d. Doctrinal constraints (all teaching/activities are consistent with our core doctrinal beliefs)