

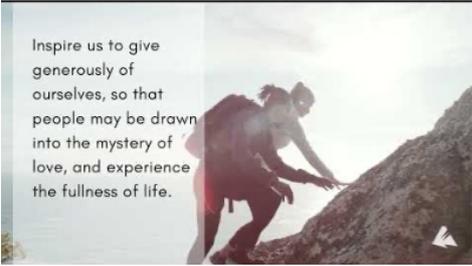

Areté
 CENTRE FOR MISSIONARY LEADERSHIP
 A work of the Missionaries of God's Love

**Executing: Ministry Teams/
 Programs, Roles, and Recruiting**

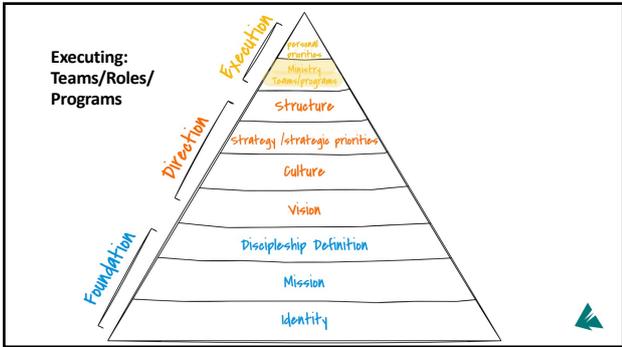
Ministerial Leadership: Theory and Praxis Lecture 10

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Inspire us to give generously of ourselves, so that people may be drawn into the mystery of love, and experience the fullness of life.



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Executing: 6 Key Elements

- Ministry Teams
- Roles
- Plans
- Programs
- Meetings
- Metrics



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Ministry Teams

- Refer back to Lecture 6 on Teams
- Advantages of team approach:
 - Shared responsibility
 - Each with specific tasks
 - Sharing of load
 - Ministry doesn't fall over when leader leaves
- Major challenge of team approach: finding the people
 - General announcements – fishing with a net
 - Personal invitation – "I see in you".
 - Aligning gifts with role
 - Leadership pipeline



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Roles

- Clearly define roles – key tool for this is a position description. Even for a volunteer role
- Not your normal position description
 - Include values
 - Clear description – of role and responsibility (not HR jargon)
 - Be careful of defining tasks rather than purpose and responsibility
 - Who is their support person in the org chart?



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Recruiting Volunteers

- The church is a volunteer organization
- Volunteer organizations are struggling
- Lot to learn from those organizations that are thriving
- Volunteers still get 'paid' – the satisfaction, meaning, to be found in serving



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The No. 1 Reason People Volunteer

- They were asked
- But people want to serve when they come alive in Christ
- Evangelization does not have to precede ministry but it often does



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Casting a Vision for Serving in Ministry

- It's an important part of discipleship
- Is actually an element of worship
- It's an expression of the Body of Christ – Everyone has a role
- It's a share in the mission – co-laboring with Jesus and cooperating with the Holy Spirit



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The Leader's Role

- The leadership of the parish has to value volunteers
- Should be a core part of the community
- Not a once a year push
- Affirm and encourage



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Paid Staff and Volunteers

- Key role for staff is actually to help equip and form volunteers
- All staff
- But have a point person
 - Their primary responsibility is not to find volunteers
 - But to help everyone in the organization understand how to support and encourage volunteer development



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How do People get Recruited

"Most volunteers are recruited by other volunteers and by those who serve alongside them"

Leith Anderson



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The Ask

- **Match Needs of the Ministry with Gifts and Passions of Potential Volunteers**
 - asking needs to be normal and expected
 - emphasize the larger relationship, the importance of doing significant work together
 - ok to say no
- **Volunteers Recruit Volunteers:**
 - many recruiters rather than one
 - happy volunteers love their ministry and tell others
 - prospective volunteers seeing your current volunteers in action is the best recruiting tool you have



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Help People Identify Spiritual Gifts

- Start with where people are gifted rather than where the parish or ministry's need is
- Help people discover their charisms and gifts – Called and Gifted, Strengths, VOPS,
- Preach about spiritual gifts
- Called and Gifted as invitation only class??



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Give People a First Look

- Sign up for a first look on a website
- Offer options
- Volunteer tour
- Position description!
- Talk and ask questions
- Follow up with email or phone call
- A test run
- An exit plan



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Affirm Volunteers

- give the credit to the volunteers
- lots of affirmation, only a little critical feedback
- personal encouragement – letters



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Resource, Celebrate, Support

Resource

- Training
- Books
- Meeting rooms
- Tools for the ministry

Celebrate

Support

- Make sure they have the tools they need
- Check in regularly
- This is about relationship
- Be there when they need you



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Create a Leadership Pipeline

• In our discipleship pathway:

- Alpha – helper, host
- Life Groups – different roles – incubator for ministry/leadership

• For a ministry:

- Have initial step
- Then several other roles of increasing responsibility
- Move from responsibility for a specific task to responsibility for the outcome



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Programs

- Programs are repeatable tools. E.g. Alpha
- Need to be part of process rather than isolated and separate systems
- A good program puts a structure around key practices, activities
- Programs enable you to scale. E.g. individual one-to-one evangelization -> Alpha
- Importance of writing the program down – so it is truly a program and not the brainchild of this or that person.
- Programs are at the service of PEOPLE



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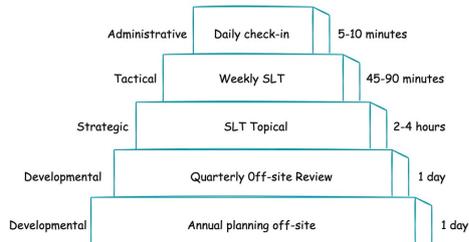
Meetings

- **Avoiding 'Meeting Stew'** (Patrick Lencioni)
- **Have the right kinds of meetings:**
 - Tactical and strategic discussions are in separate meetings
 - Strategic meetings – enough time given to major issues
 - Quarterly off-site – bigger picture – what's going on in the team, in the organization, context.



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Different Meetings



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Meeting Principles

- No pre-prepared agenda for weekly
- Agenda set against goals progress
- Rolling agenda/minutes – one document: what, decisions, who, by when, done.
- Review of last week's begins agenda for this week's
- Keep Values, operational behaviours (or norms) visible, stated and present. These include conflict norms
- Data, Debate, Decide, Defer



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Accountability

- People understand each other's roles, responsibilities, and gifts
- They are comfortable asking about each other's work
- People are accountable for their actions – mutually accountable.



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Personal Execution: Getting Monkeys off Your Back

Definition of a 'monkey' = the responsibility to make the next move

- monkeys climb the organisational ladder
- mismanaged monkeys multiply
- write the monkey down
- don't accept a monkey on the run - leave me a message - give the monkey back wherever possible
- hidden monkeys stagnate ministries - people need to end up with responsibility to do something
- just because we sent the monkey does not mean he got the monkey
- monkeys want our attention - but shouldn't demand all of our time
- don't hold onto the monkeys
- a monkey given to a group is given to no one.
- push the monkey to the lowest level possible
- monkeys received should not be thrown back.



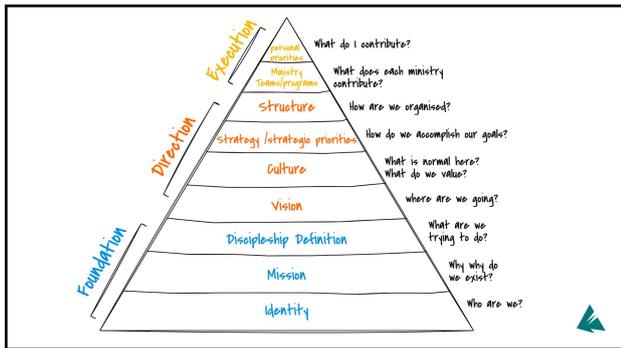
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Metrics

- What we don't measure doesn't matter
- Challenge of metrics in church – quantitative vs qualitative measurements
- Gives us some of the data we need to make good decisions
- What to measure: measure against the vision
- How to measure it.
- Needs to be against something – same time last year, etc.



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