



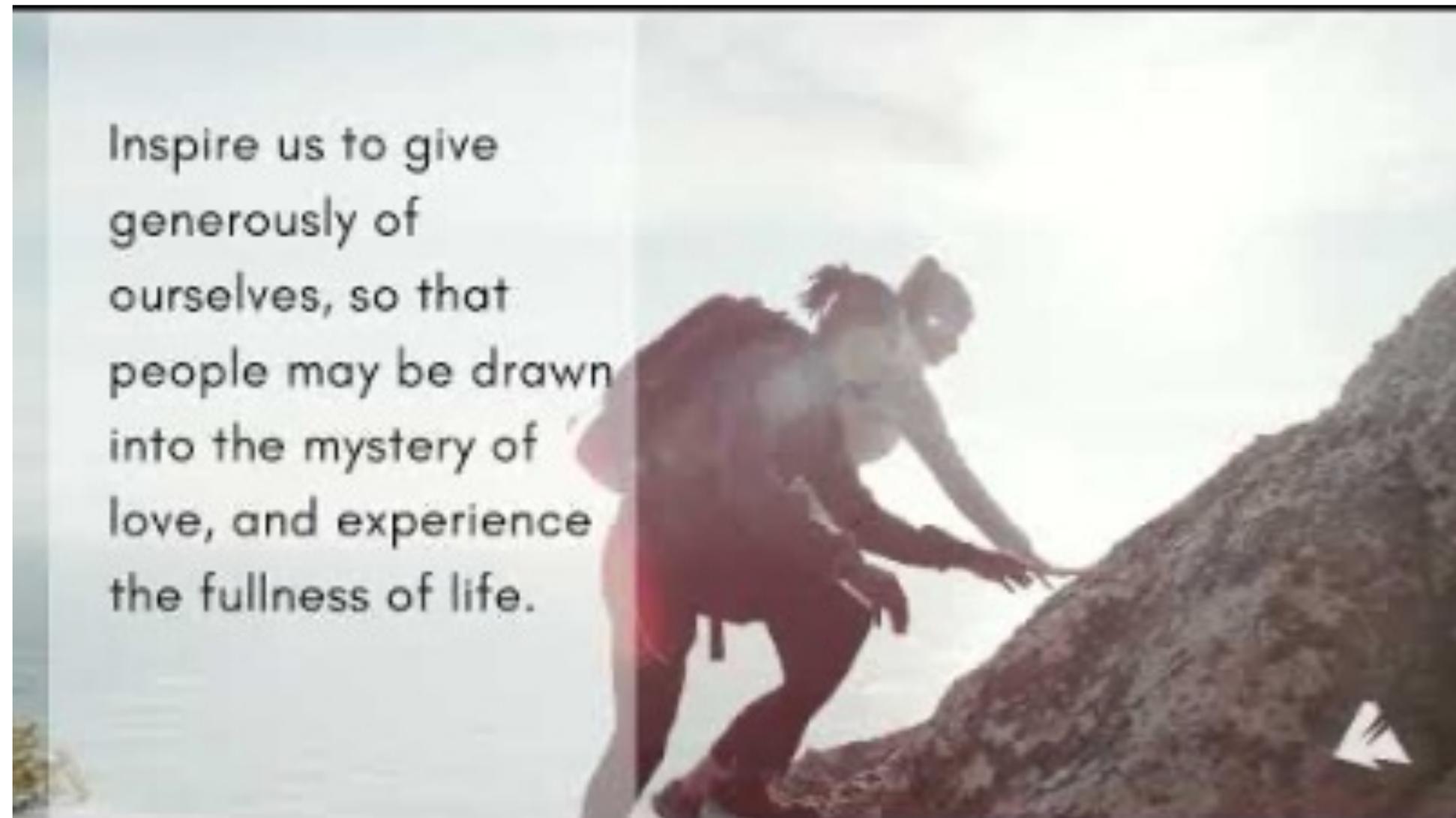
CENTRE FOR MISSIONARY LEADERSHIP

A work of the Missionaries of God's Love

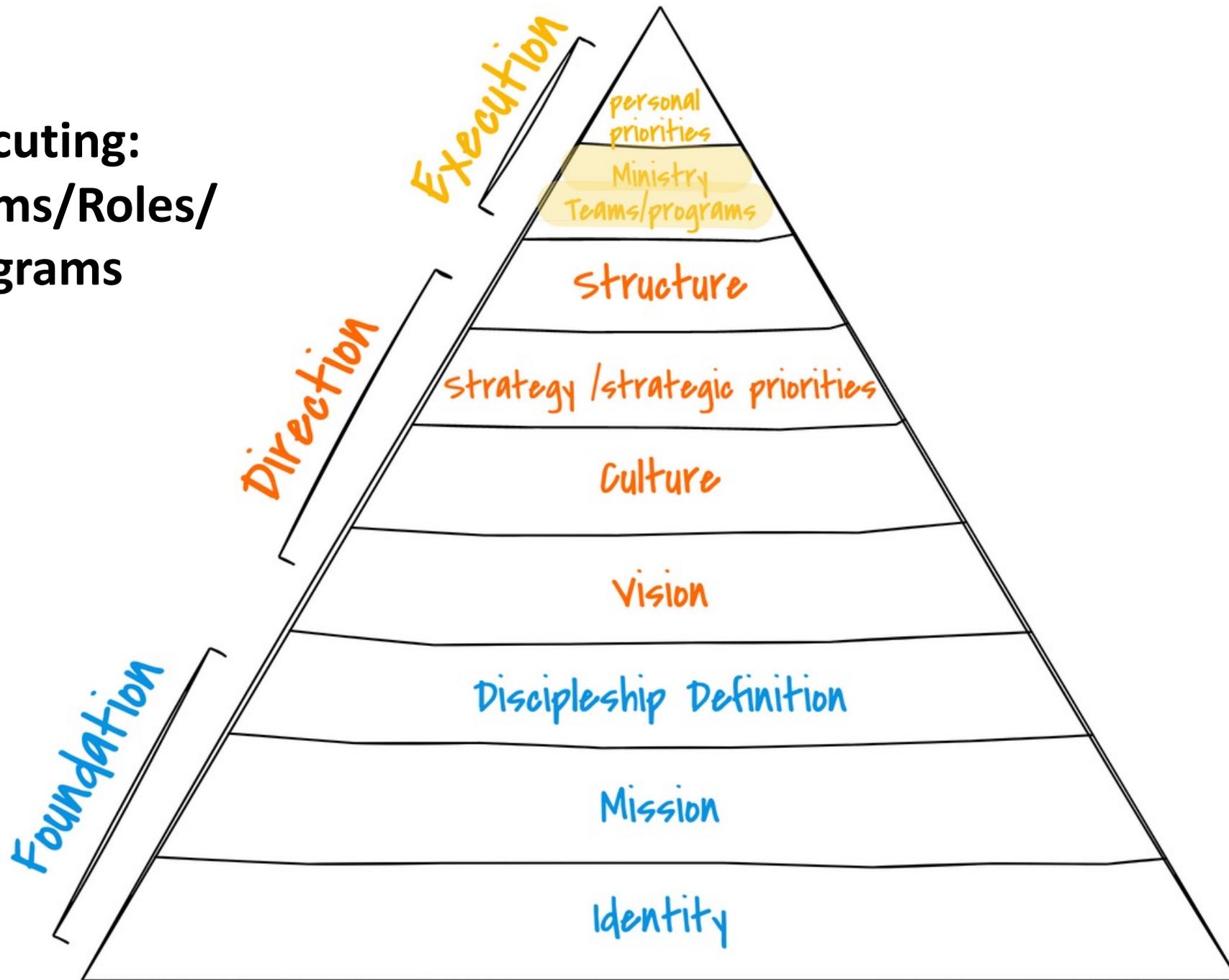
Executing: Ministry Teams/ Programs, Roles, and Recruiting

Ministerial Leadership: Theory and Praxis Lecture 10

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



Executing: Teams/Roles/ Programs



Executing: 6 Key Elements

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



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



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?



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



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



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



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



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



How do People get Recruited

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

Leith Anderson



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



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??



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



Affirm Volunteers

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



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



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



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

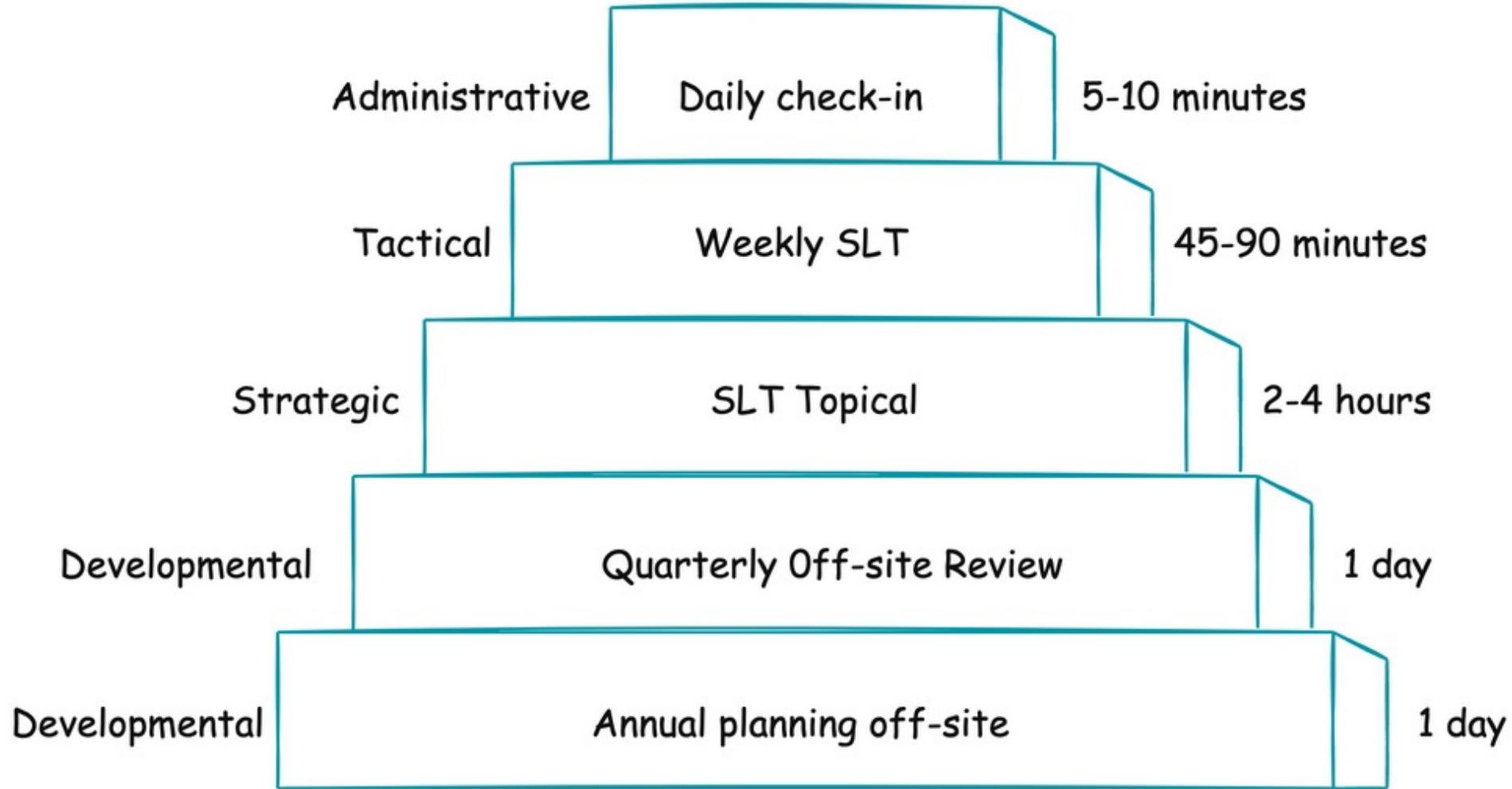


Meetings

- **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.



Different Meetings



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



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.



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.



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.



