



M I C H I G A N  
M I N I S T R Y  
N E T W O R K

# RECALIBRATION MICHIGAN

(RECALIBRATION START PLAYBOOK)



Welcome,

I'd like to welcome you to the steps to recalibrating a church in the Michigan Ministry Network. Below you will find the path we ask you to follow to ensure your success. If I can be of assistance to you in any way, I am your servant.

May God bless your every step,

Aaron Hlavin  
MMN Superintendent



# CHURCH RECALIBRATION IN THE MICHIGAN MINISTRY NETWORK

OUR STRATEGY TO HELP CHURCHES COME BACK AND THRIVE

## Let's get started

Church Recalibration (revitalization) is the process of leading a **dying or rapidly declining church** back to a **healthy state**. It is restoring the church's purpose of reaching people in their communities who need a relationship with Jesus.

While it is certainly true that new churches need to be planted, it is equally true that existing churches who are dying or are sick need to be recalibrated (revitalized). Our Network's passion is to see every church reach its potential and every minister's calling fulfilled.

Recalibrating a church may seem overwhelming or even impossible, however we have created a relational process that offers support, friendship, systems, and finances to help accelerate your recalibration dream.

## TERMS TO KNOW:

**Michigan Ministry Network (MMN)** – This is the Network of Assemblies of God credential holders, churches, and ministries located in Michigan.

**Recalibrate** – This is the term used in The Michigan Ministry Network instead of revitalization. This is our preferred term, since it is more optimistic and does not suggest a church is not “vital” in its current condition. “Recalibrate” lifts the vision of not restoring what the church “has been” but what it “could be” through the work of the Holy Spirit and the faithfulness of the local body.

**Recalibration Director** – This is the director of recalibration in The Assemblies of God Michigan Ministry Network.

**Recalibration Board** – This is a group of leaders in The Michigan Ministry Network who serve to support recalibrating pastors and implement strategies for recalibrating churches.

**Vision OF MMN Recalibration:** Our vision is to see churches who are facing the difficult reality of closing or are in consistent/rapid decline, turn around and begin to thrive. We desire that all MMN churches will see the fulfillment of God's plan that was placed in the hearts of those who originally planted the church.

There are 2 MMN recalibrate processes:

MMN Recalibrate Start  
Acts 2 Journey

MMN  
RECALIBRATE  
START

(When we need a dreamer to rebuild a church)

\*\*\*If you are already pastoring, have a committed team, but need to recalibrate, move to this document's Acts 2 Journey section.

# MMN RECALIBRATION START

## OVERCOMING TWO MAJOR CHALLENGES

There are **two significant challenges** in recalibrating a church:

### 1. **When we have a church, but do not have a pastor to lead it.**

This is when we need a Spirit-led dreamer to come alongside of a congregation to rebuild a church. We hope to create a desirable pathway to willing ministers who will accept the challenge of recalibrating a local church. We strive to create a passion within the Network for restoring churches back to health.

If you are looking for the next plan of God for your life and have the desire to recalibrate a church, **WE NEED YOU!**

### 2. **We have a church and a pastor, but the pastor doesn't have a team.**

As seen in the book of Acts, ministers worked in community with other leaders. It becomes a challenge is when we have a willing pastor already in a position but lacks a core team to facilitate congregational health. The Acts 2 Journey **requires** a pastor and church to have a team, yet many times, we find that is not the case in recalibration/recalibrating churches.

**NOTE: The RECALIBRATE START is designed to be a starting point for those who do not have a team but want to build the dream. The Recalibrate Start is the bridge that connects “recalibration” and a church’s readiness to begin the Acts 2 Journey.**



# THE CHALLENGES OF RECALIBRATING A CHURCH

## WHAT YOU NEED TO KNOW

Recalibrating a church is often more difficult than almost anything else in ministry. Several factors make this true.

- A church needing to be recalibrated means it has been in decline, not for a season, but for some time.
- The number of issues that need to be addressed is often significant and extensive.
- Many leaders who recalibrate find that their previous experience or training has not fully equipped them to meet the challenges of recalibration.
- Many of the remaining attendees are either content with the state of the church or have become discouraged, lost heart, or are overwhelmed with the task of bringing life back to the church.
- The current pastor and/or leadership often feels they have already tried every trend or new concept.
- Often the leader/church attenders compare themselves to other seemingly thriving churches.
- Church congregants often want to succeed but tend to resist change.
- Change can create concerns within the existing congregation. For example, change often means many people will have to lose their influence in the church, thus, they may fight necessary changes.
- The process of gaining traction for change may take much longer than anticipated.
- It can be difficult for recalibrating leaders and congregations to see the small steps of success that are occurring during the recalibration process.
- There is not a lot of financial stability for the pastor or the church itself.
- There are no systems in the church to facilitate health.
- Just simply: **Recalibrating is hard.**

# THE TRAITS OF A DECLINING CHURCH

This is not an exhaustive list. However, a recalibrating church will undoubtedly be experiencing many, if not all, of the traits listed:

- Stagnant or declining attendance over a period of 2+ years.
- Financial decline or financial insolvency.
- Missions support has stopped growing, declined, or ceased altogether.
- No recent; or very few conversions (year to year).
- No recent; or very few water baptisms (year to year).
- Significant increase in the average age of attendee.
- A decline in younger families and younger generations.
- Lack of generational connection/friendship.
- An absence of (or almost no) children's or youth ministries.
- A lack of clear vision, direction, or plans to accomplish them.
- A lack of process for assimilation.
- A low level to no guest (visitor) retention.
- A lack of awareness of the need to make changes.
- An unhealthy climate of control and or spiritual abuse.
- A lack of local city/township community involvement.
- A sense of comfortability with the current unhealthy climate of the overall church.
- A sense of history (the good days) that no longer matches the reality of the present.
- A known unhealthy or irrelevant reputation in the community.
- Lack of Life/Small Groups or other connecting spaces for person-to-person growth.
- The congregation is preference-driven rather than mission-driven.
- The church celebrates unhealthy traditions, status, and influence.
- Creativity and innovation have given way to tradition and "that's how we always have done it" mindsets.
- A low church adherents in comparison to the percentage of the population within a 5-mile radius of the church.
- A low percentage of individuals serving in or through their God-given giftings and or right roles.

# THE NECESSARY ATTRIBUTES OF A RECALIBRATOR

## **ATTRIBUTE #1: HUMILITY.**

A leader must be honest and accurate about the status of where their church is currently at. Truth must be the starting point and that requires a leader to look with new eyes to gain fresh hope. Humble leaders ask questions like:

- What have the previous pastors done well that may help us today?
- What are some historic missteps this church has made?
- If you are already pastoring the church, ask yourself, What am I doing wrong as the leader? Psalm 139, "Search my heart O Lord."
- What are we doing wrong as a church?
- If our church were no longer here, would the community miss us?
- What needs to change in the church for it to be healthy?
- What do I need to learn in order for me to be a healthy recalibrator?
- Who are those who can teach me what I need to learn?
- What does our community need our church to be?

This is where an organizational analysis, like SWOT analysis may be necessary to discover where you are truly at. A SWOT analysis is a framework for identifying and analyzing an organization's strengths, weaknesses, opportunities, and threats to the church. The primary goal of SWOT analysis is to increase awareness of the factors that go into making a business decision or establishing a business strategy. If you are interested, MMN can direct you toward consultants who can help you accomplish this for your church.

## **ATTRIBUTE #2: WILLINGNESS.**

Being humble isn't enough to turn things around. No change can be implemented unless the leader truly desires to be both personally changed and LEAD change in their church. It is always better to drive change than to be a victim of change. Willing leaders ask these types of questions:

- What are my giftings?
- What are not my giftings?
- Am I willing to be criticized when I make right or healthy changes?
- Am I willing to do what it takes to achieve the desired goal?
- Do I have a realistic timeframe for the church's turnaround?
- Who is leading on my team who is in their right "fit"?
- Who is leading on my team who is not the right "fit"?

### **ATTRIBUTE #3: COMMITMENT.**

To recalibrate a church, way too many leaders get distracted and/or discouraged by the overwhelming task at hand. That's why having a focused commitment is an essential requirement for a leader determined to shift a church towards health. Times will get tough, but a true recalibrator must remain determined and courageous as they move forward. Committed leaders remind themselves of the following:

- The future of this church is seeded by what we do today.
- Making changes is not about the change; but the mission we are pursuing.
- Making changes is easy when it doesn't affect you.
- This is God's church and not mine. This is Him working through me.
- God wants this church to succeed more than I do.
- The stakes are high, but the reward is even higher.
- There are healthy systems and processes to be put into place that will take more time than I anticipated and more work than I had planned.
- What happened here didn't occur overnight nor will it get whole overnight.
- I plant expecting, by God's grace, a harvest. Neither happened in the same season. Therefore, I'm determined to walk this church through the necessary seasons to see God's will accomplished.

### **ATTRIBUTE #4: PARTNERSHIP.**

Every Christian leader needs a friend, a mentor, and a team. Even the early church leaders knew this. In a recalibration, it is necessary for a leader who is trying to turn around a church to walk in partnership with others. The Enemy works in isolation; God works in community.

- **PEER:** Just as it's important to connect to others who are in the same place in life, it is equally important to have people around you who are in the same place in ministry. Recalibrators need other recalibrators. Having peer ministers is more than just having someone to talk to and collaborate with, but someone to connect with and have fun. Having fun through ministry connections reminds us as leaders that we are real people not just within ministry, but also outside of our portfolios. Peer connections create friendships. Friendships create healthy lives. Healthy lives create healthy pastors. Healthy pastors can lead a church into health.

- **MENTOR:** You do not have all the answers, no one minister does. Like Timothy needing a Paul, every one of us needs a Mentor in ministry for advice, outlook, and experience beyond the scope of what we know and have learned. A good mentor can speak life and challenge, edification, and correction. This can be informal or formal in nature but, nevertheless, essential.
- **TEAM:** There are very few successful leaders who are effective by using a “lone ranger” approach to revitalizing a church. In fact, many times the reason churches have declined is because the leader didn’t know how to work with others, stopped growing, or tried to do everything by themselves. Not only did Jesus work with a team, but when He sent out others for ministry, He never sent people out by themselves. Christ’s approach compels us to re-evaluate not just how we see the task but how we approach it. Teams work best.

#### **ATTRIBUTE #5: PIONEER.**

The same pioneering spirit that drives a Church Planter must drive the recalibrator. Like the early settlers, the recalibrator must be willing to head into the “unknown” full of the Holy Spirit and equipped with vision, courage, and a drive that pushes through obstacles and opposition to see a healthy Kingdom work reestablished. A pioneering spirit:

- **Have the faith to see possibilities when others can only see ruin.** To revitalize a work, you must see what others cannot. You must carry a vision of what “could be” instead of being shipwrecked by “what things are.” Pioneers step out in faith. Faith isn’t ignoring what has happened. Faith is stepping into the tension of “what things are” and believing for “what they should be” through the work and power of the Holy Spirit.
- **Lives a self-motivated life.** To recalibrate a church one must have a drive from deep within their heart to pursue a Spirit-inspired vision. It’s what wakes you up in the morning and pushes you through ministry challenges. Like an entrepreneur in the Kingdom, you must be willing to pave paths that didn’t exist and create connections that no one thought to create. A Recalibrator thinks outside the box of “*we don’t do things that way*” to push the boundaries of creativity to step into “*what does God want to do right now?*”

- **Spreads hope in every connection.** This is our ethos; this is our code. Hope is the common denominator in every conversation and connection. You cannot recalibrate a church unless you first recalibrate the heart of hope in those remaining in your congregation. From there, the reputation of hope must be established in the community for which the church resides. From the people who walk into the church to those who drive by, hope is what radiates from the revitalized church.
- **Believes the best is yet to come for that church.** The former days of the church must be recognized, leaders can be honored, powerful moments can be celebrated. A recalibrator recognizes that the past of a church is a great place to visit but detrimental to live in. To recalibrate, you must believe that, in Christ, the latter days for the church will be greater than the former days.

# DEVELOPING THE RIGHT STRATEGY

## WHAT MMN DOES TO HELP YOU RECALIBRATE YOUR CHURCH

As a Network we believe there are **FOUR** parts to a successful strategy:

- Spirit Guided Leadership
- Compelling Vision
- Comprehensive Strategy
- Relentless Implementation

### **SPIRIT GUIDED LEADERSHIP**

Everything we do must be led by divine inspiration. The ethos of church leadership is to follow the Spirit's lead in both our personal lives and in our ministry lives.

The Recalibrating leader must:

- **Position themselves to hear what the Spirit is saying.** The best strategy for recalibrating a church will not come from you but from dependence on the Holy Spirit.
- **Follow His lead.** We can learn to lead well through how we learn to follow the Holy Spirit's lead. Our calling is worked out in our obedience. We must know how to walk out what the Spirit has showed us so that we can lead the church in what needs to be accomplished.
- **Be continuously Spirit-Filled.** As the Apostle Paul directs (Ephesians 5:18), we are not just to be filled with the Holy Spirit but we are to keep on being filled continuously. Being filled with the Spirit is not a one-time event. It is an everyday life of connection, willingness, change, and purpose.
- **Be Spirit-Formed.** As leaders we must allow the Spirit to form who we are at every level of our lives and leadership. Spirit-formed people are fully yielded leaders whose primary objective is to honor the One who called them.
- **Bear Spirit Fruit.** Spirit-lead leadership never sacrifices the fruit of the Holy Spirit for direction they desire to take. What you do in ministry should be the overflow of what the Spirit is doing in you personally.

## **COMPELLING VISION**

The Bible makes it clear that vision is part of what is needed to accomplish great things. The absence of vision leads to death for people and the church.

To assist you in your recalibration journey we will help in:

- Providing the history of the church you are leading (both the good and bad parts)
- Help know the story of your community (we will partner with Gloom in providing you with information about your local community)
- Assist in developing Core Values
- Assist in the development of a healthy ministry philosophy
- Creation of a mission and/or a vision statement
- Learn to lead through your giftings and God created design

## **COMPREHENSIVE STRATEGY**

A strategy is what makes the vision come to fruition. Without a comprehensive strategy vision simply becomes unplanned dreams.

### **Partnership**

- 3-day training seminar for recalibrations who are just beginning or do not have a team to enable them to do Acts 2 Journey.
- One-on-one coaching
- Connection to other Recalibrators at our Recalibration lunch and Breakout at Network Council

### **Cohorts**

- 100 Day Pastor
- 265 Pastor
- Year Two 100 day & 265 Pastor connection
- Year Two leaders leading the 265 Cohort

### **Plans**

- Development of outreach to community plan.
- Development of a solid financial plan and healthy budget.
- Design branding ideas (logo, banners, social media, website).
- Create a building update/repair plan.
- Developing ministry team development and game plans.



## RELENTLESS IMPLEMENTATION

Recalibration will stretch your abilities and challenge your fortitude. Simply said, it's a challenging endeavor. The call of recalibrating a church requires intention, resilience, and accountability to accomplish the plan.

- **Intention.** The recalibrator does everything with a sense of vision and purpose. This means that a revitalizing church must be examined from the inside out to see if every component is moving in the same direction as the congregation needs to go. Everything must be surveyed. From ministries, services, and leadership to individual budget items, internal systems, and policies, a revitalizing pastor must investigate every part of the ministry mechanism to position the church to move forward in health.
- **Resilience.** A recalibrating pastor takes on both connotations of the word "resilience." The word means both flexibility and durability. Every recalibration, because of its specific location, makeup of the congregation, and particular church history, it will possess its own challenges. A recalibrator should come in ready to face both what is known and what has yet to be discovered. Flexibility and durability is key to navigating unanticipated challenges. A resilient pastor is flexible and tough; teachable in everything but durable through everything.
- **Accountability.** Recalibration done in a vacuum invites isolation and unnecessary difficulties. We are better together. As the Scriptures say, *"Two people are better off than one, for they can help each other succeed. If one person falls, the other can reach out and help. But someone who falls alone is in real trouble."* (Ecclesiastes 4:9-10 MSG) In revitalization, it is imperative that pastor see the MMN and other pastors as co-laborers and not competition; people to learn from not people to compare with.

# STEPS FOR RECALIBRATION

FOR THOSE NOT YET PASTORING A RECALIBRATING CHURCH

**STEP #1 – Initiate.** Contact the Network Superintendent to discuss what churches are currently open. He/she will be a great resource to get you started and be able to answer questions about which open churches are currently in need of recalibration. Additionally, the Superintendent will be able to give council, insights, and potential connections to help position a potential pastor to start strong.

**STEP #2 – Pray.** This is the season when God leads your hearts to answer the following questions:

- Is God calling me to pastor a hurting church?
- Where will I recalibrate a church? Is it rural? Urban? Suburban?
- Who is God calling me to reach within that community?
- What is He wanting to prepare in me in my present season to carry into this new season?
- Who are 2-3 people who can be of intercessory support for this calling God has placed upon my life?
- If applicable: How much have my spouse and I talked and prayed about this?

**STEP #3 – Explore.** This is a season of fact-finding and growing in faith. We suggest you go to any community that fits what God has put on your heart and spend time there. Go to a coffee shop, sporting event, business seminar, etc., and ask questions. The more time you spend in prayer, in that community, the better. Talk to the MMN leadership and get connected with pastors who have recalibrated a church similar to the type of church you are pursuing. Ask questions. Listen well. Take notes. God will speak to you and give direct plans of action as you pray and listen.

**STEP #4 – Apply** (submit an application). This is where you officially apply for the position of becoming a Lead Pastor at a specific church. This part of the process is put in place to help with organization, keep network connections, and bring accountability during the pastoral candidate process. Please submit a cover letter about your intentions with your resume to the Network Superintendent's administrative assistant.

**STEP #5 – Engage.** How a leader starts can often determine how quickly and effectively a revitalizing church can move forward or remains in trouble. Here are some “starting points” that will help you begin well.

- Learn the history of your church. The Michigan Ministry Network will resource you with what historical documents we have on file. Learn their story and celebrate their history.
- Start building relational equity with the people currently attending to create connection and trust.
- Rally current leadership together to begin stages of forming the core of your church body to dream, ask questions, and pray together.
- Start by evaluating to accurately see the state of the ministries, budgets, outreach, reputation, and systems of the church.
- Discover what may have contributed to the current state of the church.
- Begin to implement initial plans for year one of your recalibration.
- Connect with a coach.
- Sign up for a cohort.

### **STEP #6 – Celebrate.**

- **Celebrate every step forward.** Too often we only celebrate milestones reached instead of celebrating the steps taken to get you there.
- **Celebrate who/what God has there.** We can get caught in the place of lamenting who/what we don't have instead of thanking God for the people and resources we do have.
- **Celebrate everything healthy.** From moments and meetings to accomplishments; if it's healthy, it deserves to be celebrated.

### **STEP #7 – Assess.**

- What is and isn't working? What metric am I using to make that judgment call?
- What are the most pressing needs? What does my team see as the most pressing needs? Are they similar? If not, why is there a difference?
- What needs do we have? Building? Staffing? Equipment? Systems?
- Are there necessary changes I have avoided out of fear?
- Are there personal changes I need to consider?
- What grants would help us? Have I contacted the MMN about any recalibration grants?
- Have I considered bringing in outside eyes to assess what we at the church cannot see?

### **STEP #8 – Adjust.**

- Create a list of what tweaks and changes need to be made.
- Communicate with your leadership on the timetable for adjustments.
- Implement any necessary strategy with both boldness and humility.
- Lead through change instead of leading people towards change.

# GRANTS AVAILABLE

## HOW ONE SECURES FINANCES FOR RECALIBRATION

### PROCESS AND QUALIFICATIONS TO RECEIVE GRANTS

Recalibrating churches are eligible to apply for Michigan Ministry Network Grants with the following understanding:

**(1) Availability of Funds.**

**(2) Approved MMN Recalibration Church.** The church must be approved as an official MMN recalibration church. This can be done by contacting the Network Superintendent's administrative assistant and requesting an application for recalibration status. The credentialed lead pastor must be in good standing and actively involved with the Network.

**(3) Completed Application.** The lead pastor must submit a completed application with all corresponding documents.

**(4) Requirements Fulfilled.** All requested recalibration requirements have been completed in consideration for grants.

**(5) Eligibility.** The lead pastor must fulfill all qualifications to receive funding.

- The Lead Pastor has Assemblies of God credentials in good standing.
- The Lead Pastor is an active participant in the Michigan Ministry Network (attends Network Council and is connected at the Sectional level).
- There is a genuine financial need as determined by the Recalibration Board.
- The lead pastor must submit the church's last two years of financial records as well as the current year-to-date financial statements.
- All forms are completed as requested by the Recalibration Director.
- The Lead Pastor(s) has completed all recalibration training that has been approved by MMN.
- The Lead Pastor and/or team will present a ministry plan describing their strategy for recalibrating the church. We suggest using the Ministry Plan Ministry Checklist to assist in the development of a ministry plan. This is located at the end of this document.
- Churches that have declined by 30% **OR** have been in decline or plateaued for 3 consecutive years **OR** have never averaged 50 people since the church was planted.
- Should not have more than six months of expected yearly operational (salaries, utilities, ministry, insurance, supplies) expenses in the bank.

- The Lead Pastor must be current on financial support to the Network and General Council for six months prior to application for a grant.
- The church must currently and regularly support missionaries.
- Must be willing to **begin** The Acts 2 Journey within a year of receiving a grant. If a Lead Pastor has been serving for several years, it is encouraged to begin The Acts 2 Journey sooner than a year.
- Grants for building upgrades /repairs will only be granted for facilities owned by the church. They cannot be used for rental properties.
- If a Network Affiliated Church (NAC), they must be fully participating with the Network's requirements six months prior to receiving funds.
- Present a balanced budget.

**(6) Recalibration Director Approval.** The Recalibration Director will review your application and will give preliminary approval.

**(7) The Recalibration Board Approval.** The MMN Recalibration Board, along with Recalibration Director will review your application and the availability of funds, for their consideration.

**(8) Final Approval.** The Network Superintendent and Network Treasurer will give final approval for Funds to be awarded.

## **Limitations**

- A church can only receive any one of the three listed grants once every ten years unless a new pastor is elected or appointed within that time frame.
- A church cannot receive any one grant more than two times in a 20-year period.
- A Pastor cannot apply for a grant for a church more than once every five years if they have gone to a new church.
- Receipts/Bids must be produced prior to purchases made for sound equipment; however, it is preferred that The Michigan Ministry Network directly pay the vendor whenever possible.
- Approved invoices for building projects **MUST** be paid directly to the company doing work. If the church is doing the work, receipts are required for reimbursement.
- No grant funds are to be used for any purchases outside of the grants stated purpose or for any social event of the church.

## Michigan Ministry Network Grants available

**(1) Tech & Sound Equipment Grant – up to \$3,500.** This is a set amount of \$3,500. This can be used for lighting, sound, computer, or projection for the church. It is required that you submit your application along with a cost breakdown of how the funds will be used a minimum of twelve (12) weeks prior to the need for the funds. This will ensure that MMN has ample time to process your grant application. This application form can be filled out digitally. This link will be given to the recalibrating pastor by the Recalibration Director.

**(2) Facility Maintenance Expense Grant – up to \$7,500.** This is a set amount of \$7,500. This can be used for utilities, office equipment (printers, copiers, etc.), and ground maintenance (lawn care, landscaping, or snow removal). It is required that you submit your application along with a cost breakdown of how the funds will be used a minimum of twelve (12) weeks prior to the need for the funds. This will ensure that MMN has ample time to process your grant application. This application form can be filled out digitally. This link will be given to the recalibrating pastor by the Recalibration Director.

**(3) Church Building and Repair Grant – up to \$10,000.** This is a set amount of \$10,000. This can be used for building repairs or improvements only. It is required that you submit your application along with a cost breakdown of how the funds will be used a minimum of twelve (12) weeks prior to the need for the funds. This will ensure that MMN has ample time to process your grant application. This application form can be filled out digitally. This link will be given to the recalibrating pastor by the Recalibration Director.

Once a grant is given, it is required that the church receiving funds will become a regular contributor to the recalibration fund by either contributing **\$50 per month** or **1% of their annual general fund income** for 10 years. This will allow funds to be available to further the cause of seeing a healthy church in every community.

## **Missions Jump Start**

We require that every recalibrating church receiving a grant will participate in the MMN Missions Jump Start Program within one year from receiving the grant. Many of our recalibrating churches do not have an active growing missions focus. We want to come alongside and assist in turning missions into a strength and focus of your church.

**NOTE:** All expenses for speakers/missionaries are covered through Missions Jump Start. Please email [jumpstart@aogmi.org](mailto:jumpstart@aogmi.org) if you are interested in scheduling a service. Your church will receive the following:

- A guest speaker to share about missions (inspirational).
- A matching opportunity up to \$600, if your church will take up an offering during that service. These funds will go to support missionaries monthly through your church.
- Immediate connection with two missionaries through video and a follow-up Sunday visit to your church. This is designed for your church to get to know the missionaries they support.
- A missions development coach (if desired) and resources for your future missions plan and philosophy.
- An opportunity for your church members to regularly support home and world missions moving forward.

# MINISTRY PLAN CHECKLIST

## DEVELOPING A PLAN THAT WORKS

The following checklist helps to serve as an outline for a Recalibration Ministry Plan that we hope will serve as a valuable resource in relaunching your church. We believe that this ministry plan, combined with an additional training conference, will serve as a springboard to helping lead the healthy church God has placed on your heart.

## INTRODUCTION

- ❑ Begin with a clear and compelling hook that would grab the reader's attention.
- ❑ Include a clear vision statement that contains your unique calling made up of:
  - ❑ Your passions as a leader
  - ❑ Needs/opportunities in your community
  - ❑ The collective potential of your church/team
- ❑ Include a bio of the Church Recalibration Pastor
- ❑ Tell your story, the dreams God has birthed in you, and what you hope God does through this church

## PLACE AND DEMOGRAPHICS

- ❑ Describe the community where you are recalibrating and how your church will specifically impact the community.
  - ❑ What has the church's effect been on the community in the past?
- ❑ Include relevant demographic information.
  - ❑ Highlight a few pieces of data (from your demographic Percept report) that has been analyzed to will produce unique ministry emphases for this church. For example:
    - ❑ How many unchurched are in your community?
    - ❑ What do the economics of your community look like?
    - ❑ What are the most pressing needs of your community?

## TEAMS

- ❑ Describe your families anticipated role and involvement in this church.
- ❑ Provide an analysis of strengths and weaknesses based on your church assessment and Uniquely You (DISC) results.
- ❑ Show your prayer strategy and how you will grow and communicate with your prayer team.
- ❑ Introduce the people (or ideal people who would be) on your staff team and describe the teams they would be leading.
- ❑ Outline clear weekly volunteer duties with specific on and off-ramps for volunteers.

## MARKETING & AWARENESS

- ❑ Describe activities and strategies for building awareness in your community.
- ❑ Give examples of branding, social media presence, and website.
- ❑ Identify activities already happening in the community that your church will partner with.



- ❑ Identify community hubs and gatekeepers that you will network with.
- ❑ Describe how you, as the leader, will help team members build their relationships.
- ❑ Describe the church's marketing strategy and the different avenues you will use to build awareness of the church.

## SYSTEMS

- ❑ Describe the guest experience, follow-up, and next steps for them in the church.
- ❑ Give specific examples or materials used in this system.
- ❑ Describe your assimilation process from the moment a new guest attends your church until they would be considered regular attenders.
- ❑ Describe your expected discipleship pathway with a list of spiritual growth outcomes for your church.
- ❑ Provide examples of the next steps in your discipleship pathway and outline how you will measure spiritual growth in the church.
- ❑ Demonstrate how this system will produce disciples who disciple others.
- ❑ Describe the serve teams you will need in place along with a target number of people you would use for each team.
- ❑ Outline your teams' spheres of influence in the community and strategy for reaching those spheres.
- ❑ Describe a bridge-building event your church could do to meet the needs of your community.
- ❑ Outline how your local strategy will translate into your global strategy.
- ❑ Present a developed order of service for your public gatherings with assignments for who is responsible for each role in your order of service.
- ❑ Outline a plan for how your team will review, provide feedback, and evaluate your worship environment and experience.

## BUDGET AND FUNDRAISING

- ❑ Provide a detailed start-up budget that demonstrates the specifics of what you will need to recalibrate your church.
- ❑ Include a thought-through, first-year annual budget with operational expenses including pastoral, office, facility, and ministry expenses and missions giving.
- ❑ Outline how the church will create margin in the budget.
- ❑ Outline a detailed fundraising plan that includes multiple opportunities for people to give and strategies to fundraise effectively.

## MAINTAINING MOMENTUM

- ❑ How will you, and how often will you, set goals and evaluate them.
- ❑ Outline specific goals for different areas of the ministry plan.
- ❑ Highlight evaluation tools that will be used to measure progress toward those goals.
- ❑ Describe how you will ensure rest, a healthy marriage (if applicable), and healthy personal relationships.
- ❑ Describe your personal growth plan.
- ❑ Describe how you will utilize coaching to keep learning and maintain organizational momentum.



MMN

# ACTS 2 JOURNEY

(When the leader has a team to accomplish the dream)

# ACTS 2 JOURNEY

DEVELOPING A PLAN THAT WORKS

## What is the Acts 2 Journey?

The Acts 2 Journey is a strategy to help churches with existing pastors provide:

- A sense of hope for the future beyond present boundaries.
- A clear template for a pastor and team to collectively discern God's vision for the church.
- Alignment of culture and strategy around a clear vision.

## What is it that makes the Acts 2 Journey effective?

**The kingdom of God isn't about numbers; it's about stories. Every local church, regardless of size, can write them.**

With a great number of church health and growth strategies available to today's pastors and church leaders, what is it that sets the Acts 2 Journey apart?

The principles and accompanying stories below reveal the key contributors to church health we've discovered to help the local church grow younger, pass on the faith to the next generations, look more like their neighborhoods, and engage Jesus-followers in missional living.

**Every pastor needs a team.**

**People who care, people who believe, people who can think, and people who will dream about the future of the church.** Rare is the leader who can guide a church to a new day alone. Such efforts aren't healthy and seldom endure when the leader is gone.

With a team, we find a clearer assessment of current realities, a shared vision that better fits the congregation's story, a more comprehensive array of gifts and leadership capacities, and greater levels of influence in the congregation that will help when it's time to launch the strategic plan. Plus, the Acts 2 Journey experience can create or deepen a partnership between the pastor and team that will benefit the local church for years. The fun and encouragement of working together can make all the difference.