

**DEVELOPING A NEW MINISTRY
PILGRIM LUTHERAN CHURCH
DEVELOPMENT DATE:**

We want to help you establish your vision for a new ministry at our church. Answering the eleven questions that follow will help you to focus your vision, organize your steps, and identify your needs.

When you finish, submit this document to the staff member or lay leader responsible for overseeing your new proposal. They'll evaluate your proposal, guide you with revisions, and let you know their recommendations.

Remember that *need alone* doesn't constitute the start of a new ministry. Each ministry needs a *leader* who'll build a *leadership team* to accompany every new ministry.

1. Write a Purpose Statement. Your statement should be short yet explain the overall purpose for the proposed ministry. It will answer questions like:
 - Why should this new ministry exist?
 - Why is God calling us to start this ministry?
 - What need will our church meet with this new ministry?

Example: *The spiritual gifts workshop exists to aid individuals in discovering their spiritual gifts, personality temperament, and ministry passion enabling them to join an area of ministry with a proper fit.*

[NAME OF PROPOSED MINISTRY] exists to . . .

2. Explain how your ministry purpose fits into the overall mission of our church. Is this ministry designed to help the church:
 - "equip workers?"
 - "build believers?"
 - "reach the unchurched?"
 - "develop leaders?"

Example: *The spiritual gifts workshop will help our church accomplish its mission by equipping workers to understand their spiritual giftedness, personality temperament, and ministry passion.*

[NAME OF PROPOSED MINISTRY] will help our church accomplish its mission . . .

3. Explain why your proposed ministry is needed by our church at this time. Consider if this ministry is already being provided through an existing ministry.

Example: *The spiritual gifts workshop is necessary because many of our people aren't actively involved in a ministry of service that fits them.*

[NAME OF PROPOSED MINISTRY] is needed because . . .

4. Write a Ministry Strategy. This is a specific plan explaining how the new ministry will operate. How will this ministry accomplish its purpose?

Example: *The spiritual gifts workshop will provide training, resources, consultation for individuals interested in joining a segment Ministry.*

[NAME OF PROPOSED MINISTRY] will . . .

5. Describe the programming of the proposed ministry.
 - When will it be held?
 - How often will it meet?
 - Is it ongoing or a one-time event, a 13-week class that will repeat twice a year, etc.?

Example: *The spiritual gifts workshop will be offered twice a year on a Friday night and Saturday morning; follow-up "counselors" will meet with all participants within four weeks following the workshop.*

[NAME OF PROPOSED MINISTRY] will be offered/held . . .

6. Develop job descriptions for leaders and other volunteers: What will be expected of each person who serves in the proposed ministry?
7. Note how you will recruit the team of ministry workers. How will you build leadership and teamwork skills into the lives of those who serve as leaders and workers on this team?

8. Write your "Cost Analysis." What resources will you need for this ministry to be successful?
- How many workers/volunteers will the proposed area of ministry need?
 - How much money will be needed each year? Where will the money come from?
 - What "room space" will the ministry need? How often?
 - What other resources will you need? (For example: VCR, table and chair arrangement, workbooks, copies, etc.)
9. Develop your "Success Points." How will you know that this ministry is successful? How will success be measured and monitored?

Example: *The number of individuals attending the spiritual gifts workshop this year: 100. The number of individuals placed into areas of ministry: 75*

10. Evaluation of the proposed ministry. Evaluate the strengths, weaknesses, opportunities for improvement, and potential problems of the new ministry six months and one year after the ministry is launched.

Strengths

Weaknesses

Potential Problems

Opportunities for Improvement

11. Set concrete faith and work goals. Make sure goals are specific and measurable. List a corresponding work goal for each faith goal.
- A faith goal is what you believe God desires to do (God's part).
 - A work goal is what you believe you must do (your part).