

## **The Right Tools Chart**

Type of Tool	Purpose	Suggested Method	Foundational Requirements	Suggested Frequency	Conducted by Who?
<b>Pastoral or Staff Review</b>	To help a Pastor critically evaluate strengths and work areas to facilitate more effective and enjoyable ministry	<p>Pastor fills out a survey</p> <p>Selected representative people within the church are surveyed the results are collated.</p> <p>An interview is conducted with the pastors and an external facilitator</p> <p>Finally a brief report is given to the church leadership.</p>	A written job description for the Pastor is normally required	Every two years (alternate with Ministry review)	<b>Best done externally</b> by a competent facilitator MSD, Regional Minister, Trained Church Consultant
<b>Pastoral Health Check</b>	To monitor the pastors ongoing physical, emotional, and spiritual wellbeing during ministry	<p>A survey is filled out by the pastor and passed on to mentor or accountability partner</p> <p>Then a meeting with the pastor and an accountability partner to discuss the results</p>	None	Every 6 months	<b>Self administered by Pastor</b>  but results passed on to a trusted mentor or Accountability person
<b>Church Ministry Review</b>	To monitor how effectively present church ministries are functioning	<p>A list of the Church Ministries are produced with a statement of their primary purpose.</p> <p>A set of survey questions are formulated for ministry leaders and also for the congregation</p> <p>Information is sent for collation and the preparation of a report. Report is presented to the church leadership or ministry leaders with observations, reflections, and suggestions</p>	A list of church ministries and their stated purpose	Every two years (Alternate with Pastoral review)	<b>Best done externally</b> by a competent facilitator MSD, Regional Minister, Trained Church Consultant  It is possible after a few times for a competent church to do this in house

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<b>Church Health Check</b>	To monitor the overall health of the church across predetermined areas	<p>A one of congregational Forum</p> <p>Participation in an external survey process is highly recommended NCLS or NCD</p> <p>Presentation of a report to the church Leadership or congregation</p> <p>Possibly a follow up strategic planning session</p>	<p>None</p> <p>Although participation in an external process such as NCD or NCLS is very helpful</p>	Every 12 -24 months	<b>Initially by external facilitator</b> but this can then be done in house
<b>Church Consultancy</b>	To analyse a variety of specific challenges that churches may face	<p>See Church Consultancy process Manual</p> <p>Two consultants appointed Objectives night with Church leadership</p> <p>Various methodologies from this point</p> <p>Final report given to church also Director of MSD &amp; Regional Minister</p>	<p>Consultancy agreement form signed by elected church leadership</p> <p>There must be a willingness for the church to cover traveling expenses for the consultants</p>	When ever needed	<b>Always done by external Trained consultants</b>
<b>Church Visioning Process</b>	To help a church discover God's Plan for its future	<p>Three congregational forums approx 6 weeks apart</p> <p>Guided forward by a visioning team elected by the church to help gather info in the times between forums</p> <p>Should result in a written Purpose, Values, and Vision Statement</p>	<p>None</p> <p>But a willingness to accept that change is a normal outcome</p>	Every 3-5 years	<b>Initially by external facilitator</b> but this can possibly then be done in house provided the right skills are present within the congregation

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<b>Strategic Planning Process</b>	To help a church develop a	<p>Varied depending on Facilitator</p> <p>But should be a transferable process that the church can adopt for themselves</p>	None	Whenever needed	<p>Initially conducted by an external facilitator who trains the church leadership in the process.</p> <p>Then it can be done by the local church and passed on to ministry groups</p>