

Managers and Coaches Guide for Team Ministry



CICERO CHRISTIAN CHURCH *where God's
love flows
like a river*

1715 Stringtown Pike • Cicero, IN 46034 • 317.984.4653 • cicerochristianchurch.org

As Managers and Coaches in the Team Ministry of Cicero Christian Church one of our goals is to recruit and train our volunteers and minister to them. These volunteers are God's gift to us to help grow His Kingdom in this area therefore it's important to have our volunteers serving where they have a passion and can use their gifts and talents to glorify Him. As our volunteers serve it's vital that they know they are appreciated, they have the training they need and the resources necessary to carry out their mission. As leaders it's also important that we hold our volunteers accountable to maintaining strong spiritual lives, and that they properly care for themselves and their families.

To help with this we have developed the Team Ministry Quick Start Guide and the Exploring My Gifts and Passions Guide. These guides are designed to help our volunteers understand the importance of serving and where and how to serve.

Along with those guides we have this guide to help you recruit, equip and encourage our volunteers as they serve Christ at our church. Please keep this guide with you as a reminder of your responsibility to those in your ministry area. It has two parts: the first to help equip you as you help your volunteers and the second to help you keep track of your progress in fulfilling your responsibility to your volunteers.

Recruiting and Training Our Volunteers

In recruiting and training our volunteers please keep the following priorities in mind:

- Be in prayer as you seek to find volunteers for an area of ministry. It's important that we allow God to bring the right volunteer to us at the right time. As we pray the Holy Spirit will guide us to the right person.
- When you believe that you have the right volunteer for a position start by using the Team Ministry Quick Start Guide as a guide to help you explain Team Ministry and help them understand why and where they should serve.
- After using the Team Ministry Quick Start Guide ask the volunteer to read and complete the Exploring My Gifts and Passions Guide. This will help them take a close look at how God has equipped them for ministry and where they might want to serve.
- When the Exploring My Gifts and Passions Guide is completed take as much time as needed to go over it with them and discuss where they might want to serve.
- Once it is decided where they want to serve help them connect with the coach of that ministry and begin serving on an exploratory basis. Let them know that after they have served a couple of times you will get with them and discuss their experience. Be sure to let them know that

if this area of ministry doesn't fit them you will help them explore another area of ministry.

- It's very important to help our volunteers serve where they are gifted and passionate. To help with this during your discussion be sure to ask the following:
 - Did the work feel meaningful?
 - Was your emotional energy higher or lower after you served? Did you feel energized or drained?
 - Did you enjoy serving with the team? Is there a comfortable relational interaction on the team?
 - As you look honestly at your schedule and your families needs do you have time to serve in this area?
 - Do you want to continue serving in this area, serve in this area but in a different capacity, or do you want to try to serve somewhere else?
- After going through the above steps the volunteer will continue serving, try serving in some other area, or decide to wait a while. Whatever the decision keep in mind that the person is far more important than the ministry they do. Continue to let them know they are loved, appreciated and needed at our church. At the end of the interview pray for them as they serve or look for other areas to serve.
- As our volunteers serve it's important that we continuously pray for them, encourage them and train them and look for creative ways to simply let them know they are appreciated.

Ongoing Care for Your Volunteers

As you recruit and work with your volunteers it's important to continuously ask yourself:

- Are we caring for our volunteers properly?
- Are we providing the right training?
- Is there a better way we could recruit?
- What are the faithful volunteers in our church actually experiencing?
- Are they growing spiritually?
- Do they feel like an integral part of the team?
- Are they energized by the overall vision of our church?

Use the table which follows to help keep track of your volunteers as you help recruit, train and encourage them.

