



## *Steps in Setting up the Outreach Leadership Team*

### **Step 1: Decide on the composition of the Outreach Leadership Team.**

The church board needs to decide which church departments need to be represented on the Outreach Leadership Team. It also needs to determine the size of the team. In a small church, the board can function as the Outreach Leadership Team; however, this will add to the responsibilities of the church board. In some cases, the personal ministries committee can form the nucleus of the Outreach Leadership Team, but it is advised that some of the other church departments also be represented. If the attendance of the church is under 75, the Outreach Leadership Team should have 5 to 7 members; between 75-150, 7 to 9 members; between 150-250, 9 to 12 members; over 250, 12 to 15 members.

### **Step 2: Compile the Outreach Leadership Team.**

The next step is to write down the names of those nominated by the church board to be on the Outreach Leadership Team. The pastor usually functions as the Outreach Leadership Team leader.

### **Step 3: Contact those asked to be on the Outreach Leadership Team.**

The church board must now contact each nominee to determine their willingness to serve on the Outreach Leadership Team. At the end of this module and on The Empowered Church website, you will find a description of the role and responsibilities of the Outreach Leadership Team that can be given to those nominated by the board. It will help each nominee get a better understanding of what will be required of them. The church board also might want to select a few alternates in case some are unable to serve.

### **Step 4: Ensure that the first Outreach Leadership Team meeting takes place.**

The church board need not determine where and when the Outreach Leadership Team meets, but make sure a place and time is arranged. It is best that they meet at the beginning of the month in order to plan activities for that month. In many churches, the Outreach Leadership Team meets at a member's home the first Friday evening of the month. After this, there is one final step in the implementation of the Outreach Leadership Team.

### **Step 5: Present the Outreach Leadership Team to the church.**

The final phase is to present the members of the Outreach Leadership Team to the church. This is best done on a Sabbath morning, where the members of the team are invited to come forward and the pastor and/or an elder offers a special prayer asking God to guide the team as they lead the church through the different phases of The Empowered Church program.

After the church board has set up the Outreach Leadership Team, the church is now ready to move forward in the implementation of The Empowered Church program. And remember, it is important that the Outreach Leadership Team and the church board work closely together.