



SURFACE TO SOUL

Live Well | Lead Well | Coach Well

List Scenarios to be Coached On

An on-site visit creates opportunities to observe ministry in action, listen deeply to congregational members, meet with pastors, paid staff, and elected leaders, and interact with people overseeing Vibrant Faith initiatives. Time with your coach can also be used to orient elected leaders, provide faith formation or leadership training, lead a forum or a visioning retreat and evaluate Christian hospitality practices.

BEFORE THE VISIT, YOUR COACH WILL...

- Visit your website, making note of your programs and ministries, clarity of purpose, and how the church presents itself to first-time guests and members of the community.
- Read your recent reports, noting your wins in relation to desired outcomes, recent decisions made, what's working and not working, etc.
- Review job/ministry descriptions of paid and elected leaders to determine how their roles and responsibilities align with the church's mission, vision, values, and goals.
- Read recent editions of your church newsletters to see which messages seem to matter most.
- Review recent Council/Board meeting agendas and minutes to see which issues are discussed.
- Compile demographic and survey data related to your setting.
- Create and/or update your online "road map," making note of short-term wins and next steps.
- Clarify logistical questions related to travel, lodging, and scheduled meetings and events.
- Review items needed for training/facilitation. Your coach will bring a laptop and cables to attach to a monitor or projector. Churches are asked to provide a monitor (or projector & screen), a speaker system (if needed), copies of handouts, 100-200 index cards, and pens for participants.
- It's not unusual for the coach to meet with church leaders for dinner Saturday evening.

DURING THE ON-SITE VISIT, YOUR COACH WILL...

- Tour the local community to learn more about the local ministry setting (Friday or Saturday).
- Offer training related to the initiative related to equipping leaders and members.
- This usually happens Saturday morning (8:30-11:30), Sunday morning or Sunday afternoon.
- Meet with pastor(s) and possibly program staff individually for 30 minutes (Saturday afternoon).
- Meet with ministry team leaders who are involved in the initiative.
- Possibly meet with communication leaders or the communication team to discuss ways to embed key messages related to the initiative into all communication platforms.
- Tour church facilities and take pictures.
- Observe paid and unpaid individuals serving and leading ministry activities.
- Observe worship and various ways the church engages members and extends hospitality.
- Debrief the weekend experience with key leaders during or after lunch on Sunday.

FOLLOWING THE ON-SITE VISIT, YOUR COACH WILL...

- Submit an **OWN IT** report to leaders, summarizing **O**bservations, **W**onderings, **N**ext Steps to take within 90 days, **I**deas for enhancing ministry, and **T**ools needed to move forward in ministry.
- Connect with a designated leader via Zoom/phone to discuss the **OWN IT** report and road map.



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