

cultivate

*Creating a Culture of Missions
in Your Church*

mtw[®]
Mission to the World



Creating a Culture of Missions in Your Church

Welcome to Cultivate by MTW's Northeast Hub. Our goal is to help PCA and like-minded churches create a culture of missions in the local church. We don't believe the Great Commission is optional but is God's mission for all His people. It is also our conviction that global and local missions can work in a symbiotic relationship and enhance one another as we seek to live missionally wherever God calls us.

When it comes to global missions, our experience tells us that some churches have missions ministries that lack focus and therefore struggle to make a strategic impact. Other churches have hyper-organized missions ministries that can feel, unintentionally, like an assembly line. Others seem to have a wonderful history of supporting missions, but need to be re-energized to become even more of a sending church. One thing that remains consistent among missions teams we have met is a love of the gospel and a desire to have an impact for the kingdom with their time, talents, and treasure.

There are different ways to organize your missions ministry. Every church is unique, yet there are some biblical principles and best practices that can guide your church in this process. This material will take you through a step-by-step process of creating a culture of missions. It is best used in conjunction with an MTW mobilizer but can be used as a missions team. Email go@mtw.org to reach out to an MTW mobilizer who can help you work through this process.

Worksheets imbedded in the document can be printed separately from [Appendix A](#).

Cultivate Training Outline *(hyperlinked)*

I. Lay of the Land – God’s Heart for the Nations

- a) Who Is God? Understanding His Heart for Missions
- b) Who Are You? How the DNA of Our Church Informs Our Mission
- c) What Are the Latest Missions Challenges and Trends?

II. Setting the Plow – Setting Vision and Values

- a) Casting Vision
- b) Establishing Essential Values for Missions (G.R.A.S.P.)
- c) Creating Alignment to the Vision
- d) Considering Missions Models

III. Cultivating the Culture

- a) Connect – Gaining Knowledge of God’s Global Kingdom
- b) Become – Forming a Conviction of My Part in God’s Global Kingdom
- c) Engage – Taking Action in Kingdom Advancement

IV. Workers of the Harvest

- a) Commissioning – Raising up and Launching Workers
- b) Caring and Connecting – Care and Engagement with Our Missionaries

I. Lay of the Land – God's Heart for the Nations

In order to begin the process of creating a culture of missions we need to start with two key questions. Who is God? Who are you?

a. Who Is God? Understanding His Heart for Missions

Have your team look up the following passages and discuss each section together.

1. God's Attributes (Read Isaiah 40:9-31; Psalm 96:1-4)
 - a. Name some of the Lord's key character traits.
 - b. What is the appropriate response?
 - c. How should that motivate us?
2. God's Vision for the Nations (Read Revelation 5:6-10 & 7:9-12)
 - a. God is a visionary. What is God's vision for this world?
 - b. Picture those scenes in your mind. How do you imagine it?
3. God's Strategy to Fulfill His Vision
 - a. Great Covenant
 - i. Genesis 12:1-3
 - ii. 1 Chronicles 16:8-10; 15-16; 23-24
 - iii. What are the consistent themes in these passages?
 - b. Great Commandment
 - i. Matthew 22:37-40
 - ii. What do these commandments have to do with missions?
 - c. Great Confession
 - i. Matthew 16:15-19
 - ii. Albert Shim: "It's not so much that God has a mission for His Church but a church for His mission." (Kingdom and Mission)
 - d. Great Commission(s)
 - i. The following passages are the Great Commission statement of Christ.
 - ii. Compare and contrast the commands and promises.

John 20:21	
Mark 16:15	
Matt. 28:18-20	
Luke 24:44-40	
Acts 1:8	

In his book “Commissioned,” Marvin Newell offers these categorize of Jesus statements (pg. 23)

The Model	“As the Father has sent me ...”	John 20:21
The Magnitude	“Go into all the world ... the whole creation”	Mark 16:15
The Methodology	“Make disciples of all nations ...”	Matt. 28:18-20
The Message	“... repentance and forgiveness of sins...”	Luke 24:44-40
The Means	“... you will receive power ...”	Acts 1:8

b. Who Are You? How the DNA of Our Church Informs Our Mission

After you have studied the biblical foundation of missions, it’s important to learn more about your church. Understanding your church’s unique characteristics may help you determine your role in the Great Commission. There are several ways to do this but here is a recommendation for steps to begin:

1. [MTW’s Cultivate Assessment Tool](#) – This tool is designed to assess where your church is in terms of missions desire and missions engagement. To take this online assessment, please email Greg Hills at greg.hills@mtw.org or Sarah Jones at sarah.jones@mtw.org. You can also view the Essential Elements for Successful Missions in [Appendix B](#).
2. Next answer these questions:
 - What is special or unique about your church and community?
 - What is the makeup of your church, ethnically, culturally, economically etc.?
 - Is there a dominant corporate, enterprising, blue collar, engineering, artistic (or other) spirit in your community and church?
 - Who are the influencers? In other words, who do people listen to in your church and community?
 - Does your church have a vision or mission statement? If so, what are they?
 - What distinctives does your church hold that are negotiable and non-negotiable?
 - Where does it seem God is most at work in and through your church?
 - What are the key rhythms in your church and community that you need to consider? (i.e. academic calendar, local cultural events, summer vacations, etc.)
3. Discuss the result with your team.
 - Did anything surprise you from this process?
 - Did you notice any themes or patterns that would help shape your missions involvement?

Examples: If your church has numerous business professionals you may consider a strategy that includes business as missions. If your church is heavily involved in college ministry, those skills might be used to help launch an RUF-Global campus ministry.

c. What Are the Latest Missions Trends and Challenges?

A lot has changed since William Carey left for India and Nate Saint headed for the jungles of South America. Take the time to learn about the new landscapes of missions. They bring new opportunities and new challenges. Realities on the ground may be very different from what we think. We can harbor a lot of misconceptions about missions without realizing it.

Here are some questions that we find important for missions teams to wrestle with as they dig into the latest missions trends. We recommend assigning these questions to specific team members.

- What is globalization? How is it changing the landscape of missions?
- Where is the church beginning to find its global center? What does this mean for Western missions?
- What is the role of Western missionaries in the global Church?
- How should Western missionaries partner with the global Church? How do race and money complicate partnerships?
- What are unreached people groups? Are they still a relevant classification?
- What is the Diaspora? How is it changing the landscape of missions?
- Are we all missionaries?
- What is social justice and how is it the same and different from biblical justice? What does the Bible say about change and transformation and the Church's role in this?
- Is church planting still important?
- What is contextualization? Why is it so important? What are the challenges with contextualization? What is the [Insider Movement](#)? What might contextualization mean specifically for our Reformed tradition?
- What is the Church Planting Movement (CPM)? What are its strengths and weaknesses?

For further reading and information on challenges and trends, refer to [Appendix C](#).

Key Challenge: One of the biggest questions raised today is whether or not we should still support Western missionaries. For two helpful articles on this subject, read "[3 Reasons You Should Keep Supporting Western Missionaries](#)" by Alex Kocman or "[3 Reasons We Must Continue to Send Long Term Global Missionaries](#)" by Lloyd Kim.

II. Setting the Plow – Setting Vision and Values

a. Casting Vision

A common temptation for church leaders wanting to establish and grow a missions ministry is to just jump in and take action (i.e. plan a conference, support missionaries, send members on a summer project). A bias for action can be a good thing, but creating a culture of missions and maximizing your church's potential depends on one thing: **a carefully developed vision**. Clearly establishing the purpose and direction for your missions ministry will reap a bountiful harvest down the road. MTW encourages all PCA churches to include the 1% Challenge in their vision for missions. What could happen if every PCA church committed to send an additional 1% of their members to missions? See www.mtw.org/1 for more information.

1. Purpose of a vision statement A good vision statement should do two things: inspire and inform.
 - a. Inspire – People want to be part of something compelling, challenging, and significant. God is calling us to something larger than ourselves. What could be more compelling than the Great Commission?
 - b. Inform – A church's vision statement is a compass pointing the ministry in a certain direction—and away from other directions. A good vision statement will help leaders make decisions, to know to go this way and not another, to say no to certain possibilities because they've said yes to others.
2. Components of a vision statement – A biblical example of a vision statement is found in Nehemiah 2:17: "You see the trouble we are in: Jerusalem lies in ruins, and its gates have been burned with fire. Come, let us rebuild the wall of Jerusalem, and we will no longer be in disgrace." Nehemiah's statement has four major components that we can learn from in casting vision.
 - a. Clarity – A clear path that enables them to stay on task.
 - b. Motivation – Addressing a need and call for a response.
 - c. Achievable – Within reach over time (in the strength of the Lord).
 - d. Measurable – Has some quantifiable goals.
3. Vision statement examples – Take a moment to read the following vision statements. What are the strengths and weaknesses of these statements?
 - a. First Church will endeavor to plant 50 indigenous churches in 50 great cities of the world utilizing church planting centers with our global partners.
 - b. We will glorify God by fulfilling the Great Commission.
 - c. First Presbyterian, fueled by a passion for God's glory, empowered by the Holy Spirit, commits to sharing the gospel and making disciples cross-culturally so that Christ-honoring churches grow among the nations in three geographic locations.
 - d. The goal of the missions ministry of Covenant Church is to support missionaries in cross-cultural settings.

- e. The missions team exists so that our neighbors and the nations have access to the gospel of Jesus, so that they may believe, follow, and worship Him. We desire all members to have a burden for the nations, evidenced by:
 - being aware of and praying for our global partners and global members
 - personally financing an unreached church-planting/ disciple-making work
 - having a friendship with at least one international friend
 - sending 5 units in an unreached church-planting work by 2030
4. Process of developing a vision statement
- a. Establish the priorities – Examples: Church planting, Education, Leadership development etc. (Read Tim Keller Article [“Why Plant Churches”](#))
 - b. Envision the future. What will it look like in 5, 10, 15 years?
 - c. Encapsulate this vision in 50 words or less.
 - d. Evaluate its effectiveness – use the statement(s) to make decision and adjust as needed.

Brainstorm words, phrases, and ideas for your vision statement. For a list of key words, see [Appendix D](#).

Our Vision Statement:

b. Establishing Essential Values for Missions

Values are the guiding principles that keep your vision focused and on track. Well-articulated values are essential in becoming a fully orb ed sending church. Take time using the categories below using the acronym **G.R.A.S.P** and write out each of your missions values. The next section has examples for each category.

- 1. Gospel-Centered – Developing a biblical focus of missions
Be clear on what the mission of the church truly is. Your definition of “missions” will dictate how you carry out your work. There are many relief organizations in the world that do a wonderful job and though word and deed go together, ultimately the church holds the message of salvation and reconciliation to the Lord.

2. Recklessly Dependent – Stepping out in God-honoring faith

Every missions endeavor includes risk of some kind whether physical, emotional, or spiritual (and in most cases all three). Christ made it clear that doing the work of His kingdom will include suffering which, according to author David Platt is why the easy places are already reached. Following Christ will require faith.

3. Altogether Integrated – Including the whole church

A successful missions movement in the church involves the whole church. The first key ingredient is an “**activated leadership**” willing to support and champion the vision (Matthew Ellison, Sixteen:Fifteen). Once the leadership is on board the entire congregation must then be engaged.

4. Strategically Focused – Staying in course in global missions

The saying is true, “If you aim and nothing, you’ll hit it every time.” Having an overarching strategic plan to follow is essential even if it changes over time.

5. Passion for God’s Glory – Committing to glorify God in missions

John Piper said it best, “Missions exists because worship doesn’t. Worship is the fuel and the goal of missions.” There must be a holy ambition to see the nations worshiping the living and true God.

Examples of Wording for Values from FPC Northshore & Center Grace Church:

Gospel-Centered - “We want to be faithful to the spreading of the gospel message so that more people would come to know the salvation of Jesus Christ. While we believe that social justice and relief work is crucial to global missions work, our primary goal is to plant gospel-centered indigenous churches that plant more gospel-centered churches.”

Recklessly Dependent - “God calls us away from the status quo and to take risks by faith in His strength for the sake of God’s eternal kingdom. The Lord calls His people to step out in faith that seems reckless. Yet that reckless abandonment to the will of the Lord brings glory and honor to Him.”

Altogether Integrated - “Global missions is not simply a compartmentalized ministry exclusively for specialists; rather, global missions should involve a comprehensive involvement from all of the members of our congregation.”

Strategically Focused - “Through prayer, a biblical assessment of global needs, and our church’s unique calling, we want to focus our global missions sending, praying, giving in three strategic areas. Moreover, we want to have meaningful relationships and intentionally interact and communicate with each of our missionaries.”

Passion for God’s Glory - “Ultimately, we are fueled by a desire to extend the worship of God among the nations. The glory of God is the chief end of all our endeavors and the source of all of our joy.”

c. Creating Alignment to the Vision

One of the greatest challenges for established missions ministries is re-orienting their direction. Your church may have supported faithful missionaries for years. Many of these people have been in the homes of church members, some of whom have visited them on the field. Long-term relationships and commitments have been made, in part as a response to the urging of church leaders to support various ministries. Given the context of a missions ministry, how can leaders successfully manage a transition?

1. Confirm your ministry vision

It is impossible to build a straight wall without a plumb line. Similarly, missions leaders cannot align their ministry without a clear direction. The first step in making a transition is clarifying your vision.

2. Evaluate your current commitments

Get an accurate picture of where you are. Devise a method to assess which ministries are committed to your biblical convictions. You may want to rate each missionary as directly connected, somewhat connected, not connected.

3. Determine a goal and timetable

You may want to have one-, three- and five-year goals. Similarly, establish goals for ministry involvement, such as directing short-term projects to sites connected to church planting.

4. Promote ministry most connected to your vision

Look for ways to highlight missionaries and ministries related to your vision. Those who do not should get less visibility or promotion.

5. Direct growth in your budget to ministries that most fit with your vision or to new ministries

In a moment of candor, one pastor said their missions support typically goes to “good missionaries who give a good presentation on a good day for the church.” This is where a vision will help you—but it must be clear enough to help you actually make decisions. Then direct new support according to your missions vision.

6. Create ranges of support

Several missions ministries develop a grid for determining support levels, with a range of support for each category. Doing so provides a framework for directing more funds toward areas they consider the most strategic. Further refinement can be developed by creating a matrix that factors in personnel categories such as members, non-members, and national leaders.

7. Take a long view

Your ministry didn't get to where it is overnight, so your transition doesn't have to either. Create a plan to get to your goal, be very selective about new commitments, be patient, and trust that God will lead you over time.

d. Considering Missions Models

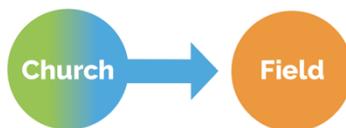
There are several models for sending missionaries. The partnership model is one that facilitates the best overall preparation and care for missionaries when done well. Although it's impractical to establish a partnership model with every missionary you support, strive to establish this model with at least one of your key partners.

1. Traditional Model



Agency: "Here's what we're doing. Come be a part of it."

2. Church as Agency



Church: "We'll do it ourselves."

3. Partnership



All: "Let's work together."

- ✓ **We develop deeper personal relationships with people on the field.**
- ✓ **We become more careful prayer warriors through those close relationships.**
- ✓ **We give more sacrificially where we have a heart investment.**
- ✓ **We are eager to go, to be a resource, to encourage and to provide guidance.**

III. Cultivating the Culture

Connect – Become – Engage

Most people in a congregation are on a spectrum of involvement in missions. Connect, Become, Engage is a helpful rubric to move people on that spectrum toward engagement. For instance, the more someone is informed about God's heart for the nations, the more he or she will become convinced that God is calling them to the task of missions and then will be moved to become engaged God's kingdom globally. It all starts by connecting the congregation to the Great Commission.

a. Connect – Gaining Knowledge of God's Global Kingdom

Key factor: **Knowledge**. It is imperative that God's people understand His heart for the nations in the Great Commission. Every church has a teaching component to the discipleship of God's people. It is through teaching that the church gets connected to God's mission. The church has the privilege of communicating God's mission in various ways.

1. Teaching – Provide teaching on the biblical basis for missions. This can be done at all stages of the life of the church from children through older adults. It can take place through sermons, missions conferences, small groups, cohorts, seminars, Sunday school classes etc.

Here are some resources:

- "Let the Nations Be Glad," by John Piper
- "Fill the Earth: The Creation Mandate and the Church's Call to Missions," by Matthew Newkirk
- "What is the Mission of the Church: Making Sense of Social Justice, Shalom, and the Great Commission," by Kevin DeYoung
- "When Everything is Missions," by Denny Spitters and Matthew Ellison
- "The Gracious Commission: A Gospel-Centered Approach to World Missions": <https://mtw.org/Uploads/Publications/gracious-commission-2022.pdf> (4-part study)
- "The Gospel of the Kingdom of God": www.mtw.org/about/this-is-mtw
- Kevin DeYoung Article: www.thegospelcoalition.org/blogs/kevin-deyoung/goal-missions-work-missionaries/
- Lausanne -- connecting people and ideas for global mission: www.lausanne.org
- Joshua Project -- research on unreached people groups: www.joshuaproject.net
- Center for Global Christianity: www.gordonconwell.edu/center-for-global-christianity/
- Redeemer City to City: redeemercitycity.com/articles-stories/why-plant-churches
- "Why We Still Send Global Missionaries": vimeo.com/254767509
- "Perspectives" – 15 week course on God's global purposes: www.perspectives.org

Once you are finished brainstorming, go back to the list and look for communication avenues that are more obscure. Examples: Do leaders receive communications from the church? Does the children's ministry have a sign-in process? Are there social media outlets? Are there prayer gatherings?

Highlight the items above where you can easily integrate with what already exists. Discuss and plan to build bridges where it is not so easy to communicate.

Action: Develop a "connect" strategy to implement in the yearly communication plan of the church that will impact the church multi-generationally.

- What do you want to focus on in the next three years?
- Where will you implement this strategy?
- How will it be implemented?

b. Become – Being Convinced of My Part in God's Global Kingdom

Key Factor: **Conviction.** Once God's people understand His heart for missions, the Holy Spirit begins to form a personal conviction that this calling is for them as a goer or a sender. The primary catalyst for "becoming" is discipleship.

1. Primary resource – MTW has developed two grace-based discipleship studies called "Gospel and Grace" and "Kingdom and Mission" that are designed to challenge God's people toward missional living. Consider using them in small group and Sunday school venues.
2. Perspectives course – For those who desire to dive more deeply into global missions, Perspectives offers an intensive course of the World Christian Movement. Check out their website (www.perspectives.org) to see if a course is offered near you.
3. Missions conferences – Although missions conferences span all of the Connect-Become-Engage model, they are particularly helpful in issuing a call to missions engagement. For information about how to organize a missions conference see [Appendix E](#).

Action: Develop a "become" strategy to implement in the yearly discipleship plan of the church that will impact the church multi-generationally.

- What do you want to focus on in the next three years?
- Where will you implement this strategy?
- How will it be implemented?

c. Engage – Taking Action in Kingdom Advancement

Key factor: **Action.** Once a personal conviction is formed people are ready to get involved.

1. Praying – The Apostle Paul knew how much his ministry depended on the prayer of others. He actively enlisted prayer support, confident that unless God worked, his labors were in vain. Our church members can do the work of missions by praying on behalf of missionaries. See [Appendix F](#).
2. Giving – It is both the privilege and the duty of the Christian to send missionaries by way of generous financial gifts. Churches can use either their Operating Budget or consider a Faith Promise model for giving wisely and strategically for the sake of the gospel. See [Appendix G](#) for more information on the Faith Promise model of giving.
3. Going – Encourage pastors, staff, and members of the congregation to take a missions trip. Effective mission trips are designed for meaningful impact on the field, fit with the church’s long-term vision, and help participants gain life-long involvement in missions. [Appendix H](#).

Action: Develop an “engage” strategy to implement in the yearly rhythms of the church that will impact the church multi-generationally.

- What do you want to focus on in the next three years?
- Where will you implement this strategy?
- How will it be implemented?

IV. Workers for the Harvest

a. Commissioning the Work – Raising Up and Launching

In the North American context, by and large the church has relegated its responsibility of truly sending missionaries. We support them but calling and sending has been individualized. Biblically, however, calling and sending take place both in the individual and in the context of the church. See Acts 13:1-3. It is important to raise up, equip, and launch those whom God is calling to the field. See [Appendix I](#) on Missions Teams.

1. Raising up – Many of the qualities of a missionary are similar to those in church leadership. Therefore, the identification and discernment process is similar.
 - a. Identifying potential missionaries. They are people who ...
 - i. are growing in their faith.
 - ii. are exhibiting characteristics of 1 Timothy 3:1-7.
 - iii. are actively involved in the ministry of the church.
 - iv. minister to internationals in your community.
 - v. have taken missions trips.
 - b. Discerning the call. Once you’ve identified potential workers for the harvest it’s necessary to help them discern God’s calling in their life. Here are some categories to help clarify that call.
 - i. Searching the Scriptures – Do they understand God’s heart for His mission?

- ii. Internal calling – Do they sense Holy Spirit’s leading into cross-cultural ministry?
 - iii. External calling – Do others in the church see and affirm their desires?
 - iv. Service – Are they currently serving faithfully in your church?
 - v. Have they been on mission trips in the past?
 - vi. Gifting – What are the spiritual and natural gifts God has given them?
 - vii. Circumstances – Has God given them experiences that can enhance or guide them in a cross-cultural setting?
2. Equipping – Once a person senses a call, they must be disciplined. Discipling potential missionaries is one of the least practiced but most beneficial steps in discerning call and launching.
- a. Discernment cohorts. Consider starting a cohort of those who are open to missions. A small group setting can be ideal for both discerning and discipling.
 - b. Assessment and growth plan
 - i. Assess readiness in the following areas: spiritual, personal, interpersonal, intercultural, ministry, professional, etc.
 - ii. Develop a growth plan. Establish a mento relationship for each person pursuing cross-cultural ministry to work through the assessment.
3. Launching – Whether you’ve raised up a person from your church or have come to you by way of referral, one of the biggest issues mission teams face is who to support? The missions team will have to evaluate potential missionaries and decide on the level of involvement.
- a. Evaluating ministry partners
 - i. Is their ministry in line with our vision and mission?
 - ii. Do they have a biblical view of the local church?
 - iii. Does the ministry benefit local churches and/or church planting?
 - iv. Is the ministry governed by an approved/accountable mission agency?
 - v. Does the ministry empower local leaders and do those leaders own the vision?
 - vi. Does their agency provide appropriate care and team leadership?
 - b. Priorities for support – Though there are many wonderful ministries to support, we can’t partner with all of them. Giving more resources to fewer missionaries allows a church to engage more fully in the work and inspire the congregation to be involved in missions. Here are some questions to ask:
 - i. Is their ministry in line with our vision?
 - ii. Are they from our church?
 - iii. Are they connected to multiple members of the congregation?
 - iv. Is the ministry connected to our denomination?
 - v. Can we connect with them in the field?
4. Commissioning the work – Since the church is the sending body, it’s appropriate to commission those in particular for whom yours is the “home church” even if your church is not their biggest financial partner. Commissioning provides the opportunity for the whole

church to send. Consider a special commissioning service for those who are launching to the field.

5. Expectations – As stated in the section on “missions models” a church generally cannot be the primary sending church for all of its missionaries but it can be for some. Expectations for the church and the missionaries should be in line with the level of involvement. See Appendix A for the roles and responsibility of sending churches.

b. Caring and Connecting – Care and Engagement with our Missionaries

Neal Pirollo’s book “Serving as Senders” is highly recommended. Also see [Appendix J](#) – Advice on Caring and Connection from Overseas Missionaries. How can churches be intentional about caring and connecting with their missionaries? How can churches involve their whole congregation in this effort? Brainstorm ideas here:

1. Prayer

How can our church pray more effectively for our missionaries? What are their prayer needs?

2. Communication

What does the church expect in terms of reports from missionaries? Also how can the church better communicate what is going on in the church body with them to help them feel connected?

3. Pastoral Care and Coaching

As a sending church who knows your missionary, advice and pastoral care continue to be valuable throughout the missionary’s career, especially for key transition points and strategic decisions.

4. Care Teams or Advocates

Have at least two or three key people who really know the missionary and their work. Having a few people in the church who play this role helps the missionary feel deeply known and cared for.

5. Missionary Visits

Offer your missionary substantial time to share and connect with people in the church on home assignment. Also offer to send 1-2 key people in the church to visit the missionary each term.

Appendix Index:

- A. [Cultivate Worksheet Packet](#) (Appendix A/NE Hub Resource)
- B. [Essential Elements for Successful Missions](#) (Appendix B/MTW Resource)
- C. [Missions Challenges and Trends – Further Information](#) (Appendix C/NE Hub Resource)
- D. [Vision and Mission Sample Wordlist](#) (Appendix D/MTW Resource)
- E. [Missions Conference](#) (Appendix E/ MTW Resource)
- F. [Encouraging Prayer for Missionaries](#) (Appendix F/MTW Resource)
- G. [Faith Promise Giving](#) (Appendix G/MTW Resource)
- H. [Mission Trips](#) (Appendix H/MTW Resource)
- I. [Missions Committees](#) (Appendix I/MTW Resource)
- J. [Caring and Connecting with Your Missionaries](#) (Appendix J/Advice from MTW Missionaries)

APPENDIX A

Who is God? Understanding His Heart for Missions – *Worksheet*

The following passages are the Great Commission statement of Christ. Compare and contrast the commands and promises.

John 20:21	
Mark 16:15	
Matt. 28:18-20	
Luke 24:44-40	
Acts 1:8	

In his book “Commissioned” Marvin Newell offers these categories of Jesus statements (pg. 23)

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The Message	“... repentance and forgiveness of sins...”	Luke 24:44-40
The Means	“... you will receive power...”	Acts 1:8

Who Are You?

How the DNA of Our Church Informs Our Mission – *Worksheet*

After you have studied the biblical foundation of missions, it's important to learn more about your church. Understanding your church's unique characteristics may help you determine your role in the Great Commission. There are several ways to do this but here is a recommendation for steps to begin:

1. [MTW's Cultivate Assessment Tool](#) – This tool is designed to assess where your church is in terms of missions desire and missions engagement. To take this online assessment, please email Greg Hills at greg.hills@mtw.org or Sarah Jones at sarah.jones@mtw.org. You can also view the Essential Elements for Successful Missions in [Appendix B](#).

2. Next answer these questions:

- What is special or unique about your church and community?
- What is the makeup of your church, ethnically, culturally, economically etc.?
- Is there a dominant corporate, enterprising, blue collar, engineering, artistic (or other) spirit in your community and church?
- Who are the influencers? In other words, who do people listen to in your church and community?
- Does your church have a vision or mission statement? If so, what are they?
- What distinctives does your church hold that are negotiable and non-negotiable?
- Where does it seem God is most at work in and through your church?
- What are the key rhythms in your church and community that you need to consider? (i.e. academic calendar, local cultural events, summer vacations, etc.)

3. Discuss the result with your team.

- Did anything surprise you from this process?
- Did you notice any themes or patterns that would help shape your missions involvement?

Examples: If your church has numerous business professionals you may consider a strategy that includes business as missions. If your church is heavily involved in college ministry, those skills might be used to help launch an RUF-Global campus ministry.

Casting Vision – *Worksheet*

A common temptation for church leaders wanting to establish and grow a missions ministry is to just jump in and take action (i.e. plan a conference, support missionaries, send members on a summer project). A bias for action can be a good thing, but creating a culture of missions and maximizing your church's potential depends on one thing: **a carefully developed vision**. Clearly establishing the purpose and direction for your missions ministry will pay many dividends down the road. MTW encourages all PCA churches to include the 1% Challenge in their vision for missions. What could happen if every PCA church committed to send an additional 1% of their members to missions? See www.mtw.org/1 for more information.

1. Purpose of a vision statement A good vision statement should do two things: inspire and inform.
 - a. Inspire – People want to be part of something compelling, challenging, and significant. God is calling us to something larger than ourselves. What could be more compelling than the Great Commission?
 - b. Inform – A church's vision statement is a compass pointing the ministry in a certain direction—and away from other directions. A good vision statement will help leaders make decisions, to know to go this way and not another, to say no to certain possibilities because they've said yes to others.
2. Components of a vision statement – A biblical example of a vision statement is found in Nehemiah 2:17: "You see the trouble we are in: Jerusalem lies in ruins, and its gates have been burned with fire. Come, let us rebuild the wall of Jerusalem, and we will no longer be in disgrace." Nehemiah's statement has four major components that we can learn from in casting vision.
 - a. Clarity – A clear path that enables them to stay on task.
 - b. Motivation – Addressing a need and call for a response.
 - c. Achievable – Within reach over time (in the strength of the Lord).
 - d. Measurable – Has some quantifiable goals.
3. Vision statement examples – Take a moment to read the following vision statements. What are the strengths and weaknesses of these statements?
 - a. First Church will endeavor to plant 50 indigenous churches in 50 great cities of the world utilizing church planting centers with our global partners.
 - b. We will glorify God by fulfilling the Great Commission.
 - c. First Presbyterian, fueled by a passion for God's glory, empowered by the Holy Spirit, commits to sharing the gospel and making disciples cross-culturally so that Christ-honoring churches grow among the nations in three geographic locations.
 - d. The goal of the missions ministry of Covenant Church is to support missionaries in cross-cultural settings.

- e. The missions team exists so that our neighbors and the nations have access to the gospel of Jesus, so that they may believe, follow, and worship Him. We desire all members to have a burden for the nations, evidenced by:
- being aware of and praying for our global partners and global members
 - personally financing an unreached church-planting/ disciple-making work
 - having a friendship with at least one international friend
 - sending 5 units in an unreached church-planting work by 2030
4. Process of developing a vision statement
- Establish the priorities – Examples: Church planting, education, leadership development etc. (Read Tim Keller Article [“Why Plant Churches”](#))
 - Envision the future. What will it look like in 5, 10, 15 years?
 - Encapsulate this vision in 50 words or less.
 - Evaluate its effectiveness – use the statement(s) to make decision and adjust as needed.

Brainstorm words, phrases, and ideas for your vision statement. For a list of key words, see [Appendix D](#).

Our Vision Statement:

Establishing Essential Values for Missions – *Worksheet*

Values are the guiding principles that keep your vision focused and on track. Well-articulated values are essential in becoming a fully orbbed sending church. Take time using the categories below using the acronym **G-R-A-S-P** and write out each of your missions values. The next section has examples for each category.

1. Gospel-Centered – Developing a biblical focus of missions

Be clear on what the mission of the church truly is. Your definition of “missions” will dictate how you carry out your work. There are many relief organizations in the world that do a wonderful job and though word and deed go together, ultimately the church holds the message of salvation and reconciliation to the Lord.

2. Recklessly Dependent – Stepping out in God-honoring faith

Every missions endeavor includes risk of some kind whether physical, emotional, or spiritual (and in most cases all three). Christ made it clear that doing the work of His kingdom will include suffering which, according to author David Platt is why the easy places are already reached. Following Christ will require faith.

3. Altogether Integrated – Including the whole church

A successful missions movement in the church involves the whole church. The first key ingredient is an “**activated leadership**” willing to support and champion the vision (Matthew Ellison, *Sixteen:Fifteen*). Once the leadership is on board the entire congregation must then be engaged.

4. Strategically Focused – Staying in course in global missions

The saying is true, “If you aim and nothing, you’ll hit it every time.” Having an overarching strategic plan to follow is essential even if it changes over time.

5. Passion for God’s Glory – Committing to glorify God in missions.

John Piper said it best, “Missions exists because worship doesn’t. Worship is the fuel and the goal of missions.” There must be a holy ambition to see the nations worshipping the living and true God.

Examples of Wording for Values from FPC Northshore & Center Grace Church:

Gospel-Centered - “We want to be faithful to the spreading of the gospel message so that more people would come to know the salvation of Jesus Christ. While we believe that social justice and relief work is crucial to global missions work, our primary goal is to plant gospel-centered indigenous churches that plant more gospel-centered churches.”

Recklessly Dependent - “God calls us away from the status quo and to take risks by faith in His strength for the sake of God’s eternal kingdom. The Lord calls His people to step out in faith that seems reckless. Yet that reckless abandonment to the will of the Lord brings glory and honor to Him.”

Altogether Integrated - “Global missions is not simply a compartmentalized ministry exclusively for specialists; rather, global missions should involve a comprehensive involvement from all of the members of our congregation.”

Strategically Focused - “Through prayer, a biblical assessment of global needs, and our church’s unique calling, we want to focus our global missions sending, praying, giving in three strategic areas. Moreover, we want to have meaningful relationships and intentionally interact and communicate with each of our missionaries.”

Passion for God’s Glory - “Ultimately, we are fueled by a desire to extend the worship of God among the nations. The glory of God is the chief end of all our endeavors and the source of all of our joy.”

Communications Worksheet

Communication, communication, communication!!! – Keeping the Great Commission in front of your congregation is essential in cultivating a culture of missions. There is often a gap between our vision aspirations and reality. Communication is one of the keys to close that gap. Use the following worksheet to help you better communicate with your congregation.

List the physical gathering points of the church	List the major communications of the church	List the ministries of the church	List how and where each ministry gathers people	List the ways that each ministry communicates information

Once you are finished brainstorming, go back to the list and look for communication avenues that are more obscure. Examples: Do leaders receive communications from the church? Does the children’s ministry have a sign-in process? Are there social media outlets? Are there prayer gatherings?

Highlight the items above where you can easily integrate with what already exists. Discuss and plan to build bridges where it is not so easy to communicate.

Action: Develop a “connect” strategy to implement in the yearly communication plan of the church that will impact the church multi-generationally.

- What do you want to focus on in the next three years?
- Where will you implement this strategy?
- How will it be implemented?

Missionary Care Worksheet

How can churches be intentional about caring and connecting with their missionaries? How can churches involve their whole congregation in this effort? Neal Pirolo's book "Serving as Senders" is highly recommended. Brainstorm some ideas here:

1. Prayer

How can our church pray more effectively for our missionaries? What are their prayer needs?

2. Communication

What does the church expect in terms of reports from missionaries? Also how can the church better communicate what is going on in the church body with them to help them feel connected?

3. Pastoral Care and Coaching

As a sending church who knows your missionary, advice and pastoral care continue to be valuable throughout the missionary's career, especially for key transition points and strategic decisions.

4. Care Teams or Advocates

Have at least two or three key people who really know the missionary and their work. Having a few people in the church who play this role helps the missionary feel deeply known and cared for.

5. Missionary Visits

Offer your missionary substantial time to share and connect with people in the church on home assignment. Also offer to send 1-2 key people in the church to visit the missionary each term.

APPENDIX B

Essential Elements for Successful Missions

ENSURING THE ESSENTIALS

The “Essential Elements” list on the following pages was developed through conversations with ministry leaders and missionaries about the key components for a successful missions ministry. Review the list and evaluate your own ministry for areas of strength and those needing development. You may want to review your assessment from the Cultivate Assessment Tool. Circle the elements you feel are the strongest. Then in the worksheet below, list the five areas most in need of attention and action steps.

Circle Your Strongest Elements

- | | |
|-----------------------|-------------------------------|
| 1. Missions Committee | 11. Word & Deed |
| 2. Ecclesiology | 12. Partnership |
| 3. Short Term | 13. Participation |
| 4. Prayer | 14. Emphasis |
| 5. Sustainability | 15. Missionary care |
| 6. Theology | 16. Priority of the Unreached |
| 7. Vision | 17. Church Leadership |
| 8. Contextualization | 18. National Leadership |
| 9. Giving | 19. Education |
| 10. Equipping | 20. Commission of Church |

Identify areas needing attention and action steps:

1. _____
2. _____
3. _____
4. _____
5. _____

Essential Elements of Successful Missions

1. Missions Committee: An active, organized committee or team that coordinates the missions ministry is absolutely essential. The committee should not see themselves as the ministry, but rather as leaders that cast vision for missions and leads the entire congregation in obeying the Great Commission.

2. Ecclesiology: The Bible teaches us that God loves His Church, and has commissioned it to be His primary means and end for advancing the kingdom. Missions leaders need to develop a biblical understanding of the Church and emphasize efforts that help establish churches around the world. In so doing, it is important for the church to engage missions as directly as possible rather than relegate it to an agency.

3. Short Term: One of the most effective ways of mobilizing members for missions is to send them on local and global missions projects. All participants will return with a greater heart for God's world, and some will begin to pursue missionary service. Select projects that best integrate with your church's long-term vision.

4. Prayer: The need for more laborers was Christ's only prayer request. Churches should reflect our Lord's heart for a needy world by meaningfully and regularly including prayer throughout the ministries of the church.

5. Sustainability: While churches in the West should give generously to missions, they should consider how to avoid national churches' becoming overly dependent on outside resources. Dependency can stifle growth and innovation. Prioritize those ministries that work toward establishing sustainable churches.

6. Theology: God's mission is to call a people for his own glory from among the nations, and to engage those He calls in his mission by making disciples of Jesus Christ. A theology of missions must begin with a passion for God to be worshipped among the nations followed by a compassion for the lost.

7. Vision: A seemingly limitless number of opportunities will come before the missions committee. Determining which ones to pursue requires a clear sense of direction. The vision of missions should be carefully developed, written, and embraced by church leaders.

8. Contextualization: No church ministry will be more exposed to the diversity of the larger body of Christ than the missions ministry. This is an affirmation that the ministry of churches in other cultures can be expressed in biblically valid and culturally indigenous forms without compromising the gospel. Contextualization should be a high priority for any ministry the church supports.

9. Giving: Compared to the rest of the world, churches in the West have been blessed with tremendous resources. The message of Genesis 12:3 and elsewhere is that God blesses His people so that they will be a blessing to others. To that end, churches should be sacrificial in their support of world missions.

10. Equipping: The church is God's soil for equipping generations of kingdom disciples who use their gifts, talents, and resources as those who participate and partner with those who "go" or as those who "go" to other cultures to make disciples. Consider how your ministry is identifying and equipping disciple makers.

11. Word and Deed: As missions ministries determine which efforts to support, they should have in mind the kind of churches that are being developed. A biblical church necessarily requires a commitment to both ministries of the Word (e.g. evangelism, preaching, teaching) and deed (e.g. mercy and justice).

12. Partnership: In establishing a relationship of prayer and support, it is essential that those ministries or missionaries align with the vision and mission of the set be the missions team. A missions team should have clear guidelines for evaluating missionaries and agencies.

13. Participation: Christ has laid the task of world evangelization in front of every believer. Thus, missions ministries should not be seen as a separate department but as leaders of the entire congregation. Church members should see the Great Commission as their personal responsibility and have some relationship with someone serving in cross-cultural missions. Mobilized churches identify members to consider missionary service, who would be sent out and supported in prayer and finances by the congregation.

14. Emphasis: In order to maximize the impact of the missions ministry, churches should identify special areas of emphasis for long-term participation and concentrated support. Churches with such focus sites typically continue to support other missionaries. However, a higher level of promotion, recruiting and funding will go toward these emphases, as well as repeat site visits and short-term projects.

15. Missionary Care: Providing on-going care is done best in partnership with a sending organization. Though care this is provided by the on-field team, receiving shepherding and ministry wisdom from a sending church instills the necessary formulation for longevity in ministry and minimizes missionary attrition.

16. Priority of the Unreached: With over 2 billion people still beyond access to the gospel, a missions team should consider making a priority of supporting unreached people groups. This can be an endeavor by partnering with missionaries who are sent or partnering with neighboring churches with a vision for reaching the unreached.

17. Church Leadership: A significant factor in determining the success of a missions ministry is the support of church leaders, and in particular the senior pastor. The strongest ministries describe their church leadership as champions of missions, through their personal participation and public commitment.

18. National Leadership: No matter how long missionaries live in another culture, they will never understand the context as well as a national. Practically, church multiplication requires the development of indigenous leaders and their primary role in the local church. Missions ministries should look to support efforts that emphasize national leadership.

19. Education: While an annual missions conference may be the most visible event to promote missions, churches that are the most mobilized create opportunities to educate their members about missions throughout the year. The congregation should be regularly learning about missions through such means as sermons, presentations, public prayers, stories, and missions education courses.

20. Commission of Church: God has called the Church to be His primary instrument to evangelize people, extend mercy, and transform the culture around it. Missions ministries should consider whether the efforts they support are primarily based in the local church or are separate ministries.

APPENDIX C

Missions Challenges and Trends – Further Information

Resource Guide: What are the Latest Missions Challenges and Trends?

A lot has changed since William Carey left for India, and Nate Saint headed for the jungles of South America. Take the time to learn about the new landscapes of missions. They bring new opportunities and new challenges. Realities on the ground may be very different from what we think. We can harbor a lot of misconceptions about missions without realizing it. Here are some questions that we find important for missions teams to wrestle with as they dig into the latest missions trends. **We recommend assigning these questions to specific team members. Here are the questions listed along with some resources to explore:**

- What is globalization? How is it changing the landscape of missions?
 - Global Missions Trends: <https://joshuaproject.net/assets/media/handouts/global-mission-trends.pdf>
 - Os Guinness, from 2010, speaks of globalization as the greatest challenge and opportunity for the church: <https://lausanne.org/content/globalization-the-challenge>
- Where is the church beginning to find its global center? What does this mean for Western missions?
 - Philip Jenkins’s book: “The Next Christendom: The Coming of Global Christianity”
 - Center for Global Christianity: <https://www.gordonconwell.edu/center-for-global-christianity>
- What is the role of Western missionaries in the Global Church?
 - “[3 Reasons You Should Keep Supporting Western Missionaries](#)” by Alex Kocman
 - “[3 Reasons We Must Continue to Send Long Term Global Missionaries](#)” by Lloyd Kim
 - Video on “Why We Still Send Global Missionaries”: vimeo.com/254767509
- How should Western missionaries partner with the global Church? How do race and money complicate partnerships?
 - Video on “[Principles for Healthy Partnerships](#)” by the Chalmers Center for Poverty training: www.chalmers.org
 - Book – “[When Helping Hurts](#),” by Steve Corbett, Brian Fikkert
- What are unreached people groups? Are they still a relevant classification?
 - <https://joshuaproject.net/assets/media/handouts/what-defines-a-people-group.pdf>
 - Joshua Project – research on unreached people groups: www.joshuaproject.net
 - <https://joshuaproject.net/assets/media/handouts/why-still-unreached.pdf>
- What is the Diaspora? How is it changing the landscape of missions?
 - Center for Global Christianity: www.gordonconwell.edu/center-for-global-christianity/ (See “[Faith on the Move: Religion & Migration](#),” with Todd

Johnson at Gordon-Conwell Theological Seminary chapel)

- Are we all missionaries?
 - Book: “[When Everything is Missions](#),” by Denny Spitters and Matthew Ellison
- What is Social Justice and how is it the same and different from Biblical justice?
What does the Bible say about change and transformation and the Church’s role in this?
 - Gospel woven together with justice: <https://www.mtw.org/about/this-is-mtw>
 - “The Gracious Commission: A Gospel-Centered Approach to World Missions”:
<https://mtw.org/Uploads/Publications/gracious-commission-2022.pdf> (4-part study)
- Is church planting still important?
 - Redeemer City to City: “Why Plant Churches”
<https://redeemercitytocity.com/articles-stories/why-plant-churches>
 - Kevin DeYoung Article: <https://www.thegospelcoalition.org/blogs/kevin-deyoung/goal-missions-work-missionaries/>
- What is contextualization? Why is it so important? What are the challenges with contextualization? What is the Insider Movement? What might contextualization mean specifically for our Reformed tradition?
 - Article with some definitions: <https://lausanne.org/lgc-transfer/highly-contextualized-missions-surveying-the-global-conversation>
- What is the Church Planting Movement (CPM)? What are its strengths and weaknesses?
 - <https://churchplantingmovements.com/>

APPENDIX D

Vision and Mission Sample Wordlist

- Glory/ify
- Worship
- Global/World
- Evangelize/ism
- Mobilize
- Strategy
- Local Church
- Welcome
- Biblical Community
- Disciple/Make Disciples/Disciple-Making
- Partner/ship/ing
- Steward/ship
- Send/ing/t
- Missio Dei/ Mission of God
- Passion/ate
- Sacrifice
- Model
- Serve
- Servant Leadership
- Justice
- Educate/ Education
- Local/Urban/ City
- Poor
- Mercy/Deed
- Church/Church Planting
- Word
- Kingdom
- Empower/ing
- Equip/ping
- Love
- Go/Follow/Obey
- Spirit Led/Led
- Vision
- Grow/Mature/ Sanctify/ication
- Form/ation
- Fruit
- Listen/Hear
- Bless/ing
- Ends of the Earth
- All nations
- Declare/ Proclaim/Preach
- Extend/Spread
- Salvation
- Life
- Light
- Dark
- Witness/es
- Gospel
- Food/Feed
- Needy/Helpless
- Least of these
- Disadvantaged/ Marginalized
- Eternal
- Abundant
- Grace
- Benefits
- All families
- Whole world/ person

APPENDIX E

The Missions Conference

Theme: Education

PURPOSE OF THE MISSIONS CONFERENCE

For the church that has begun to recognize the primacy of missions and evangelism, the missions conference provides an opportunity to fuel that vision in a unique manner. It is an opportunity for a congregation to re-focus on its biblical mandate in ministry and to restore perspective upon its church's mission. In many churches whose vision and involvement in missions has become the focus of a few members of the church, a conference is an opportunity to push that vision outward and to give opportunity for ownership to the congregation. Paradoxically, rather than depleting the local church, a missions conference serves to enhance interest, resources, and fruitfulness of the local church.

Your missions conference will be a time for explanation, illustration, and personalization of world evangelism. It is also a prime opportunity to convey your particular vision and how members can get involved. In order to accomplish this, you must plan your conference as thoughtfully as possible.

KEY PLANNING DECISIONS

- What are you hoping to accomplish?

Consider how the conference can help move your missions vision forward. It is easy enough to plan a busy program. The challenge is to plan a schedule where events meaningfully contribute to your overall purpose.

- What is the best schedule for your conference?

Common options include a weekend event or a 10-day conference that includes two Sundays. Determine the schedule that best fits your church and will generate the most enthusiasm.

- How can you involve the most members?

Missions is for everybody. While not everyone will serve in the missions ministry year round, the conference is a time for maximum exposure and participation. Schedule prime-time events that will appeal to many people and/or will best promote your missions vision.

- Which missionaries will you invite?

Do you want to open the conference to all missionaries, in order to increase the contact of your members to missionaries? Or will you be more selective, in order to encourage members to support missionaries who align with your vision?

- What outcomes do you want from your members?

Consider distributing some kind of response card for members to complete. Be sure to follow-up on these commitments.

COMMON COMPONENTS OF THE CONFERENCE

- Sunday worship services should include songs, prayers, Scripture, and announcements related to missions. Flags from around the world could be carried and/or displayed.
- Missionaries and nationals from the church's areas of focus should be given broad exposure during the conference. Carefully select the missionaries you want to highlight during worship services.
- Introduce response card at beginning of conference, which should be turned in at the end. This card could include responses for prayer, giving, learning more, and going.
- Include prayer in all events, but also plan special opportunities dedicated to prayer.
- Missionaries can be briefly introduced to the congregation in a service, with more opportunities for them to give presentations at other times.
- Sunday school classes can host missionary speakers and/or programs related to missions.
- Schedule the main speaker for weekday morning meetings. These may have a special focus for missionaries or specific groups of members.
- Plan special events such as a men's breakfast, a women's luncheon and/or concert for teenagers.
- Schedule special events for the children.
- Set up displays for missionaries the church supports, including prayer cards, photos, informational brochures, videos, maps, flags, and other such resources.
- Plan home meetings in which missionaries share pictures, videos, and speak informally in a question and answer time.
- Consider calling missionaries in other countries during worship, Sunday school classes, or homes.
- Plan events related to local, cross-cultural missions opportunities. This promotes awareness of the world in your community, gives people first-hand experience, and encourages "here/there" connections to your missions ministry.
- Schedule half-day seminars about other cultures, religions and/or biblical basis for missions.
- Promote pre-selected two-week projects.

THEMES FOR MISSIONS CONFERENCES

Consider these possibilities as you create your own theme:

A Light to All Nations

A Needy World, A Saving Message

As the Father Has Sent Me, So I Send You

Compelled by His Love

Expect Great Things from God, Attempt Great Things for God

Extending Christ's Kingdom to All Peoples

For God So Loved the World

From Every Tribe, Nation and Tongue

Here Am I, Send Me

The Light of the World

Lord of the Harvest

One Message for Many Nations Reaching the Unreached

The Unfinished Task White to the Harvest

TWO ALTERNATIVE SCHEDULES

10-Day Format

FRIDAY

- Appreciation dinner for missions committee
- Orientation meeting for missionaries

SATURDAY

- Men's breakfast: a missionary shares (20 min)
- Women's luncheon: a missionary shares (20 min)
- Youth event, e.g. concert, movie

SUNDAY

- Sunday school: missionaries share in all classes
- Morning worship: missionary shares (3-5 min), message by main speaker, introduce response card and challenge
- Evening: a missionary shares (3-5 min), message by main speaker

MONDAY

- Seniors' luncheon
- Evening: a missionary shares (3-5 min), message by main speaker

TUESDAY

- Evening: a missionary shares (3-5 min), message by main speaker
- Dinner with officers and wives

WEDNESDAY

- Men's prayer breakfast; a missionary shares
- Evening home groups

THURSDAY

- Women's prayer luncheon; a missionary shares
- Evening home groups

FRIDAY

- Off day

SATURDAY

- Half-day educational seminar

SUNDAY

- Missions message by pastor
- Turn in response cards

Weekend Format

FRIDAY

- Orientation Meeting
- Covered dish supper
- Introduce missionaries (2-5 min. each)
- Kick-off message from main speaker
- Display area for missionaries

SATURDAY

- Men's breakfast: a missionary shares (20 min)
- Women's luncheon: a missionary shares (20 min)
- Youth supper: a missionary shares (20 min), discussion follows
- Dessert in homes: missionaries share slides, videos and a Q&A time

SUNDAY

- Sunday school: missionaries share in all classes
- Morning worship: missionary shares (3-5 min), main speaker; distribute response cards
- Covered dish lunch at church
- Evening: a missionary shares (3-5 min), message by main speaker

SUBCOMMITTEES

Dividing the responsibilities for the missions conference and appointing leaders of the various activities can greatly ease the organizational challenges of the conference. Depending on the size of the conference, one person could undertake more than one responsibility.

Subcommittees also provide an excellent means for increasing participation. Encourage church members to volunteer for different responsibilities and involve them as much as possible in the planning of the conference. Mission to the World can be a resource for your conference by recommending speakers and missionaries, and supplying you with other materials to help you communicate about world missions.

Choose a leader for each subcommittee. The conference chairperson will lead the subcommittees.

PROGRAM:

- Determine theme
- Determine overall schedule
- Plan events in accordance with theme
- Recruit coordinators for each event
- Arrange for speakers during worship, classes, etc.

PUBLICITY & MATERIALS:

- Design and produce promotional posters, flyers/brochures, and digital content for website and social media
- Create short promotional video content
- Coordinate with other church workers to promote the conference among their groups (Sunday school classes, small groups, women's ministry, etc.)
- See that the announcements are made from the pulpit as appropriate
- Include conference information in the church newsletter
- Produce and place posters in local public buildings, businesses, or Christian schools, as appropriate
- Invite church members via email
- Promote on church website home page
- Promote on social media
- Ensure church follows security guidelines for missionaries working in sensitive contexts (If unsure, ask the missionary!)
- Produce response cards or set up a web form to ask for commitments on such things as praying for missions, giving to missionaries, learning about missions, serving on the ministry committee, going on a specific missions trip, or expressing interest in becoming a missionary.
- Create a prayer guide/devotional book
- Obtain missionary prayer cards to display at conference

FINANCES:

- Determine the costs of the conference
- Establish a detailed budget (income and expense)
- Arrange for tickets where needed
- Collect funds for events where needed
- Make sure bills, honorariums, and other charges are paid
- Keep good records
- Design and produce response cards; final totals may be presented at the closing meeting

HOSPITALITY:

- Arrange housing and meals for incoming speakers
- Work out transportation for speakers
- Arrange housing and meals for missionaries
- Buy or make name tags for all speakers and missionaries
- Coordinate coffee breaks and fellowship times
- Send information packets to all program participants (conference brochures, schedules, maps, housing arrangements, etc.)
- Provide encouraging seminar just for missionaries

FACILITIES:

- Plan, produce, and put up decorations for all sessions
- Arrange for facilities as needed for special events
- Provide signs for clear direction to and in facilities
- Reserve or arrange for necessary equipment
- Reserve and decorate display tables
- Coordinate setup of facilities as needed for each event

MISSIONS DISPLAYS:

- List organizations to be contacted
- Write a letter inviting the organizations
- Arrange for display area, table, etc.
- Arrange for a book table with missions books and periodicals
- Arrange for space for missionary displays, prayer cards, newsletters, etc.
- Arrange for workers to staff the book table

FOLLOW-UP:

- Keep attendance records of all events
- Record conference evaluations (You may design and distribute evaluation forms to your congregation. Survey monkey is a free, easy online tool.)
- Provide for response cards
- See that financial commitments are acknowledged when appropriate
- Inform the church as to the results of the missions conference
- Send thank you notes to all volunteers and missionaries

PLANNING THE CONFERENCE

An effective conference requires significant preparation. Planning should begin as early as possible, with foundational decisions made even a year or more in advance.

12 MONTHS IN ADVANCE

1. Choose optimum conference dates considering
 - a. Church calendar
 - b. Social calendar
 - c. Community calendar
2. Determine length of conference
3. Begin consideration of conference purpose and theme
4. Plan to use conference as a time to target any new focus areas

5. Invite main speaker(s)
6. Invite church-supported missionaries (usually those on HMA)
7. Invite special musician(s)
8. Work on conference budget

9 MONTHS IN ADVANCE

1. Invite missionaries/nationals from focus areas
2. Invite other missionaries
3. Invite mission board representatives
4. Invite nationals
5. Select theme
6. Select subcommittee chairpersons
7. Determine special events

6 MONTHS IN ADVANCE

1. Develop subcommittee heads, personnel, responsibilities and six-month assignments
2. Begin work on publicity
3. Research missionary candidates' applications
4. Arrange for speaker and special events
5. Plan "Theme Display" for sanctuary and other decorations

3 MONTHS IN ADVANCE

1. Arrange for hospitality
2. Distribute hospitality cards to potential hosts
3. Develop master spreadsheet of visitors and potential hosts
4. Contact hosts
5. Choose candidates and notify them of support policy
6. Review conference budget
7. Confirm candidates' conference participation and interviewing process
8. Discuss veteran missionary support and interviewing process
9. Develop sign-up for prayer commitments

2 MONTHS IN ADVANCE

1. Prepare pastoral letter to be mailed to congregation with [Faith Promise 7-day devotional](#)
2. Download and print [Faith Promise devotionals](#)
3. Evaluate committee functions and conference preparation progress
4. Set Faith Promise goal
5. Plan contents of guest packet (include information about your geographical area, your church, etc.)

6. Send final confirmation to conference guests
7. Finalize speakers for special events
8. Develop a spreadsheet or database of all events and missionary schedules

1 MONTH IN ADVANCE

1. Evaluate progress
2. Finalize hospitality procedure
3. Master spreadsheet
4. Send out meal & lodging info
5. Establish schedule of conference assignments
6. Review conference schedule, programming, and personnel with the pastor
7. Prepare conference guest packets (include information about your geographical area, your church, etc.)
8. Mail pastoral letter with Faith Promise devotional
9. Finalize theme display for sanctuary
10. Finalize sign-up for prayer commitments

3 WEEKS IN ADVANCE

1. Begin conference publicity to congregation on Sunday—distribute flyers, mention from pulpit, etc.
2. Encourage church leaders to participate in the conference

2 WEEKS IN ADVANCE

1. Check with subcommittees on progress
2. Assemble conference guest packets

1 WEEK IN ADVANCE

1. Set order of services
2. Check with subcommittees on final details

CONFERENCE WEEK

Orientation meeting for missions conference personnel prior to launching the conference

ESSENTIAL ELEMENTS OF SUCCESSFUL MISSIONS MINISTRIES

1. **Missions Committee:** An active, organized committee that coordinates the missions ministry is absolutely essential. The committee should not see themselves as the ministry, but rather as a leader that involves the entire congregation and all its ministries.
2. **Ecclesiology:** The Bible teaches us that God loves His Church, and has commissioned it to be His primary means and end for advancing the kingdom. Missions leaders need to develop a biblical understanding of the Church and emphasize efforts that help establish churches around the world. In so doing, it is important to discern the difference between a lasting church and a temporary gathering of believers, as many ministries claim to be committed to church planting.
3. **Trips:** One of the most effective ways of mobilizing members for missions is to send them on local and global missions trips. All participants will return with a greater heart for God's world, and some will begin to pursue missionary service. Select projects that best fit with your church's long-term vision.
4. **Prayer:** The need for more laborers was Christ's only prayer request. Churches should reflect our Lord's heart for a needy world by meaningfully and regularly including prayer throughout the ministries of the church.
5. **Sustainability:** While churches in the West should give generously to missions, they should consider how to avoid national churches' becoming overly dependent on outside resources. Dependency can stifle growth and innovation.
6. **Theology:** It is both stimulating and challenging to engage godly Christians who have developed different convictions or expressions. While encouraging the interdependence of the global body of Christ, missions ministries can also affirm a natural emphasis on planting churches that share their theological convictions.
7. **Vision:** A seemingly limitless number of opportunities will come before the missions committee. Determining which ones to pursue requires a clear sense of direction. The vision of the ministry should be carefully developed, written, and embraced by church leaders.
8. **Contextualization:** No church ministry will be more exposed to the diversity of the larger body of Christ than the missions ministry. This is cause for celebration of God's love for all peoples and affirmation that the ministry of churches in other cultures can be expressed in biblically valid and culturally indigenous forms. Missions leaders need wisdom and experience as they encounter these different expressions.
9. **Giving:** Compared to the rest of the world, churches in the West have been blessed with tremendous resources. The message of Genesis 12:3 and elsewhere is that God blesses His people so that they will be a blessing to others. To that end, churches should be sacrificial in their support of world missions.
10. **Partnership:** When churches collaborate with other sending churches toward shared ministry goals, far more can be accomplished. More importantly, such partnership expresses the interconnectedness that Christ desires for His body. Churches should consider how they can contribute their experience and resources to other churches, as well as grow from the relationship.

11. **Word and Deed:** As missions ministries determine which efforts to support, they should have in mind the kind of churches that are being developed. A biblical church necessarily requires a commitment to both ministries of the Word (e.g. evangelism, preaching, teaching) and deed (e.g. mercy and justice).

12. **Multiplication:** Churches should actively be involved in planting new churches. Multiplication refers to the process of beginning new churches not simply by the occasional addition of a church, but through a movement of churches planting churches, that in turn reproduce. Effective missions ministries should look to support ministries in other cultures that share this commitment.

13. **Participation:** Christ has laid the task of world evangelization in front of every believer. Thus, missions ministries should not be seen as a separate department but as leaders of the entire congregation. Church members should see the Great Commission as their personal responsibility and have some relationship with someone serving in cross-cultural missions. Mobilized churches will be identifying members to consider missionary service, who would be sent out and supported in prayer and finances by the congregation.

14. **Emphasis:** In order to maximize the impact of the missions ministry, churches should identify special areas of emphasis for long-term participation and concentrated support. Churches with such focus sites typically continue to support other missionaries. However, a higher level of promotion, recruiting and funding will go toward these emphases, as well as repeat site visits and missions trips.

15. **Church Planting:** If the Church is God's Plan A for establishing His kingdom—and there is no Plan B—then church planting is the means of expanding that kingdom. Moreover, studies have shown that church planting is by far the most effective method of evangelism. Therefore, a majority of missions resources should be directed toward church-planting efforts.

16. **Facilitation:** Increasingly, missionaries are being sent not as primary evangelists and pastors but as facilitators to indigenous leaders. Many such leaders are looking for a peer to come alongside them for counsel, resources and connection to the global Church. Although their ministry may not be as visible as other missionaries or the nationals they serve, these new missionaries can have enormous impact and deserve to be strongly supported.

17. **Church Leadership:** A significant factor in determining the success of a missions ministry is the support of church leaders, and in particular the senior pastor. The strongest ministries describe their church leadership as champions of missions, through their personal participation and public commitment.

18. **National Leadership:** No matter how long missionaries live in another culture, they will never understand the context as well as a national. Practically, church multiplication requires the development of indigenous leaders and their primary role in the local church. Missions ministries should look to support efforts that emphasize national leadership.

19. **Education:** While an annual missions conference may be the most visible event to promote missions, churches that are the most mobilized create opportunities to educate their members about missions throughout the year. The congregation should be regularly learning about missions through such means as sermons, presentations and missions courses.

20. **Commission of Church:** God has called the Church to be His primary instrument to evangelize people, extend mercy, and transform the culture around it. Missions ministries should consider whether the efforts they support are primarily based in the local church or are separate ministries.

APPENDIX F

ENCOURAGING PRAYER FOR MISSIONS

Devote yourself to prayer, being watchful and thankful. And pray for us, too, that God may open a door for our message, so that we may proclaim the mystery of Christ, for which I am in chains. Pray that I may proclaim it clearly as I should.

– Colossians 4:2-4

The Apostle Paul knew how much his ministry depended on the prayer of others. He actively enlisted the prayer support of as many people as possible, confident that unless God worked, his labors were in vain. His friends knew they were a meaningful and vital part of his ministry through their prayers. In the same way, our church members can “do the work of missions” without even leaving their home, by praying on behalf of missionaries.

The following suggestions for encouraging prayer will help your members become active participants in world missions:

1. Model prayer. Others will see and follow your example of praying for missions as part of your regular life.
2. Create a prayer book or pamphlet listing all the missionaries your church supports. Include basic information about them and their ministry and general prayer goals. As you produce this material, be mindful of any security guidelines for missionaries serving in sensitive contexts.
3. Encourage regular prayer for missions and missionaries in the worship service. Provide worship leaders with information on the missionary and prayer requests.
4. Plan a church-wide prayer emphasis. These could include a month or a week of praying through a prepared guide, an all-night prayer meeting, or a 24-hour prayer time with members signing up for a 30-to-60-minute commitment.
5. Schedule special times of congregational prayer.
6. Participate in the International Day of Prayer for the Persecuted Church the first Sunday in November. More information on this worldwide event can be found at www.idop.org.
7. Participate in MTW’s 30 Days of Prayer in November. More information at mtw.org/30dop.
8. Encourage existing groups to include prayer for missions. Such groups include Sunday school classes, men’s and women’s ministries, youth groups, and home Bible studies.
9. Teach people how to pray for missionaries. The topics on the following page will help people expand their prayers. Feel free to copy and distribute them.

PRAYING FOR MISSIONARIES

RELATIONSHIP WITH GOD

- Delight in God's Word
- Walk in repentance, faith, and obedience
- Protection from flesh, world, and devil
- Holy Spirit renewal
- Greater dependence upon God in prayer

FAMILY

- Husband and wife relationship
- Parents and children relationships
- Children's growth in grace
- Contentment in singleness

TEAM RELATIONSHIPS

- Fellowship with other missionaries
- Relationship with leaders
- Humility and submission to one another
- Spirit of peace and unity
- Patience
- Understanding in differences
- God to raise up laborers

CULTURAL UNDERSTANDING

- Language learning
- Cross-cultural insight

NATIONAL PARTNERS

- Growth of national church
- Development of leaders
- Relationship of church to community
- Safety and protection

RELATIONSHIPS WITH NON-BELIEVERS

- Depth of relationships
- Boldness in evangelism
- Words of truth and love

PHYSICAL AND MATERIAL NEEDS

- Safety in travel
- Protection against illness
- Financial support

DAILY MINISTRY

- Heart of love for all people
- God-given insight into other's needs
- Wisdom and discernment
- Open doors for discipleship

COUNTRY OF SERVICE

- Political stability

APPENDIX G

FAITH PROMISE GIVING

Theme: Giving

The grace of giving is one of the most amazing blessings of the Christian life. Throughout both the Old and New Testaments, God reveals that He intends His redeemed people— those bought by the blood of Christ—to be the channel for His gospel to be extended to all the nations of the earth.

How, then can they call on the one they have not believed in? And how can they believe in the one of whom they have not heard? And how can they hear without someone preaching to them? And how can they preach unless they are sent? As it is written, “How beautiful are the feet of those who bring good news.”

- Romans 10:14-15

It is both the privilege and the duty of the Christian to send missionaries by way of generous financial gifts. In ways beyond all human understanding of logic or of math, God takes our gifts, multiplies them, uses them, and repays the giver with blessing. As a spirit of selfless generosity is a mark of a healthy Christian, so the practice of collective benevolence is indicative of a vital church. The adage, “Show me your wallet and I’ll show you your heart,” is as applicable to the church as a whole as it is to the individual.

Funds designated for world missions are called by a variety of terms, the most commonly- used being Faith Promise. However, the nomenclature used is far less important than the fact that these gifts flow from the hearts of God’s people through the local congregations and denomination to the various ministries around the globe.

WHAT IS FAITH PROMISE GIVING?

1. A method of giving which grows out of first giving ourselves to the Lord and then to His servants. “They gave themselves first to the Lord and then to us in keeping with God’s will” (2 Corinthians 8:5).
2. A method which encourages voluntary, purposeful giving. “Each man should give what he has decided in his heart to give, not reluctantly or under compulsion, for God loves a cheerful giver” (2 Corinthians 9:7).
3. A method which encourages generous, sacrificial giving. “We want you to know about the grace of God that has been given to the Macedonian churches. Out of their most severe trial, their overflowing joy and their extreme poverty welled up in rich generosity. For I testify that they gave as much as they were able, and even beyond their ability” (2 Corinthians 8:1-3). “Remember this: Whoever sows sparingly will also reap sparingly, and whoever sows generously will also reap generously” (2 Corinthians 9:6).
4. A method in which we trust God to provide our material needs and to give us spiritual blessings. “And God is able to make all grace abound to you, so that in all things at all times, having all you

need, you will abound in every good work” (2 Corinthians 9:8). “And my God will meet all your needs according to his glorious riches in Christ Jesus”(Philippians 4:19).

PUTTING IT INTO PRACTICE

How can Faith Promise giving be implemented in a church which presently gives a percentage of its general budget to missions?

Plan for a transition

- Consider bringing someone in to explain Faith Promise and answer concerns
- Begin with the pastor/missions leader
- Make a list of key people
- Informally meet with key decision makers (missions leaders, finance/administrative leaders, influential members)
- Meet with elders and deacons

Important ingredients in bringing change

1. Information
2. Discussion
3. Making a decision
4. Creating a plan for how to implement over a period of time

A FAITH PROMISE CHALLENGE

If we ignore the privilege and joy of giving, who is hurt?

Remember this: “Whoever sows sparingly will also reap sparingly, and whoever sows generously will also reap generously” (2 Corinthians 9:6).

During the Roaring Twenties a man named Arthur Berry became quite notorious as a jewel thief—and a good one. He only stole from the rich and famous, and it became a mark of prestige to have been hit by Mr. Berry. Eventually he was apprehended, shot three times in a gun battle with police, and sentenced to 18 years in prison.

After his release, reporters were clamoring to interview him. One insightful young man inquired, “Mr. Berry, you robbed an awful lot of wealthy people in your life as a jewel thief. From whom did you steal the most?”

Without a moment’s hesitation Berry replied, “The man from whom I stole the most was Arthur Berry.”

When we fall down in our stewardship, some say we are stealing from God. God, however, doesn’t need our money. Others indicate that Christian work will be handicapped, but God cannot and does not fail. When we fail in our giving, we rob *ourselves* of the privilege, the joy and the blessing that come to those who “*excel in the grace of giving*” (2 Corinthians 8:7).

FAITH PROMISE GIVING FOR YOUR CONGREGATION

Where does the money come from?

Here are three possible sources to consider for Faith Promise:

1. Change your spending priorities.

Look at your expenditures and ask, “What am I willing to give up, or sacrifice, so that the Good News can be proclaimed and churches planted?” This reordering of priorities is likely to pinch, but it is fully biblical. The Macedonian Christians gave out of their poverty and beyond their ability.

2. Be creative.

You might make an investment and dedicate all the proceeds to Faith Promise. You might take on a second job for a few hours, a week or month. You might use carpool income. You might make and sell crafts. The point is that if giving for missions becomes a priority, you can think creatively of ways to have more money available for the purpose.

3. Use serendipity income.

Many of us receive income we didn’t really expect throughout the year. It may come in the form of gifts, overtime, an investment that pays off beyond expectations, an inheritance or a tax refund. This extra income could be committed, all or in part, to missions. Instead of using it to buy something for ourselves, we commit to giving it so that we may make Christ known.

HOW DO I DO IT?

- Pray about your desire to give more to the support of missions.
- Determine what you would like to do for the Lord in the next year in support of missions, and indicate that intention by filling out a Faith Promise card.
- Give not to a particular missionary, but to the work of missionaries, looking to the missions team to give leadership in your support of missions and church planters.

APPENDIX H

MISSION TRIPS

MTW seeks to aid churches in creating a culture of missions in their congregation, with the goal of developing individuals to serve as mission team members, donors, prayer warriors, interns, and long-term missionaries, by coordinating with the field to identify opportunities where church groups and/or individuals can come alongside a missionary or missionary teams to serve cross-culturally for a week or two.

Mission trips may be one of or a combination of the following:

Ministry Support Trip: Mission trips designed to support the long-term work of the long-term missionaries such as VBS, sports camps, Business as Missions, mercy ministry, ESL, regional retreat support.

Vision Trip: A mission trip where individuals are exposed to the needs of a mission field which may include on-field training and or a mentoring program. Prayer Journey. A mission trip focusing on prayer training, then putting the prayer training to practice via prayer walks designated by the Field Contact.

Prayer Journey: A mission trip focusing on prayer training, then putting the prayer training to practice via prayer walks designated by the Field Contact.

MTW's Regional Hubs help facilitate mission trips, providing training and logistical support to churches and individuals as needed, so the mission trip participants will be prepared to serve the field well.

The regional Hubs are:

Central Hub, serving the states of Arkansas, Colorado, Louisiana, Montana, New Mexico, Oklahoma, Texas, Wyoming. central@mtw.org

Midwest Hub, serving the states of Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, Tennessee, Wisconsin. midwest@mtw.org

Northeast Hub, serving the states of Connecticut, Washington D.C., Delaware, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont. northeast@mtw.org

Southeast Hub, serving the states of Alabama, Florida, Georgia, Mississippi, North Carolina, South Carolina, Virginia, West Virginia. southeast@mtw.org

West Coast Hub, serving the states of Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, Utah, Washington. westcoast@mtw.org

For more information on mission trip opportunities, contact your Hub or: missiontrips@mtw.org.

APPENDIX I

MISSIONS COMMITTEES

THE PURPOSE OF THE MISSIONS COMMITTEE

The main tasks and responsibilities of the missions team are to:

- Establish a thoughtful missions vision and develop the ministry in accordance with that vision
- Serve as the church's experts on missions by studying biblical and missiological issues and learning about particular areas of the world
- Elevate the church's awareness of the biblical basis for missions, the need for world evangelization, and current events in missions
- Increase congregational participation in world missions
- Aid members of the local church in responding to God's call to missions
- Stimulate prayer for missionaries and world missions
- Care for missionaries on home ministry assignment
- Ensure that pastors, staff, and officers participate in mission projects
- Recommend missionary candidates according to set guidelines
- Oversee the missions conference(s)
- Prepare the annual missions budget and present it to the elders for approval
- Correspond with missionaries
- Visit areas of priority or focus of the church
- Develop policy and procedures related to the ministry

THE STRUCTURE OF THE COMMITTEE

The missions committee should feel free to develop a structure that best meets their needs. Most committees adopt one of two primary ways to organize the committee, either by geography or function.

Option A: Geography

Organizing by geography offers the advantage of allowing people to become experts on a particular area, which is especially helpful if they have an interest in certain people groups. It can also allow them to develop deeper relationships with missionaries, as they handle all the functions related to supporting missionaries within their region. Communication with a particular missionary goes through a single member, which can make it easier for the missionary to know who to communicate with. In some ways, this focus on a region mirrors the missionary's sense of calling to a field.

While a chairperson oversees the entire ministry, as much of the work as possible is delegated to regional teams or committees. Some churches use the following geographical divisions: Africa, Asia, Europe, the Americas (South, Central, North America & the Caribbean Islands) and the Muslim World. These are the same divisions used by Mission to the World.

Regional teams take the lead in developing the ministry within their area. Churches will list these functions in various ways, but they may include some or all of the below. It may be helpful to appoint a person to take primary responsibility for each of the following:

1. Missionary Care

This responsibility includes encouraging prayer on behalf of missionaries within their region, communicating regularly with missionaries, providing them supplies and resources, and addressing needs upon their return.

2. Member Education

This responsibility includes arranging opportunities for members to learn more about the missionaries, the spiritual and physical needs of people living within a region, and how the missionaries are seeking to address those needs.

3. Research

Regional team members are encouraged to learn more about cultures within their area, in order to gain a better appreciation of the diversity of God's world and how the gospel can be expressed among different peoples.

4. Projects

Organizes and promotes short-term projects to sites within their region, especially to any partner sites.

5. Partnership

If the missions team has adopted specific sites for emphasis, the regional team would coordinate opportunities for members to more deeply engage in ministry.

Option B: Function

Organizing by function allows people to work according to roles that suit them best, such as planning events or demonstrating hospitality. It also allows them to have a broad level of contact with all the missionaries. Subcommittees may be organized around many of the following roles:

- **Chairperson** (consider whether this will be an elder)

- **Vice-chairperson** (consider whether this person will succeed chairperson)

- **Administrative assistant**

Keeps minutes of meetings and handles correspondence.

- **Treasurer**

Maintains the budget, produces financial statements and processes disbursements.

- **Prayer Coordinator**

Receives prayer requests from missionaries, coordinates prayer within the church for its missions ministry, missionaries, missions conference, International Day of Prayer for Persecuted Church, etc. May organize teams and/or regular prayer meetings.

- **Missions Conference Chairperson**

Oversees all aspects of missions conference, primarily by coordinating subcommittee chairpersons.

- **Hospitality Chairperson**

(for missionaries who are visiting and/or on home assignment) Stays in regular contact with missionaries to know when they are visiting the U.S., coordinates any lodging, transportation, or other needs.

- **Short-term and Missions Trip Chairperson**

Drives, plans, promotes short-term trips for the congregation.

- **Assimilation Coordinator**

(into every ministry of the church) Focuses on moving missions and the Great Commission from a program status to the driving force for all the church's ministries.

- **Candidate Coordinator**

Funnels opportunities for supporting new candidates to the missions team and session; is aware of the team's and session's goals for new candidate support.

- **Representative from the session**

Serves as a channel of communication between the session and the missions team, to ensure unity in purpose, plans, and goals.

MISSIONS COMMITTEE MEMBERSHIP

Qualifications

The primary qualifications for serving on the missions committee include a heart for world evangelization and faithfulness to follow-through with responsibilities. Knowledge and experience should not be a prerequisite to serve on a subcommittee, but they are vitally important for those in leadership. The missions team will have a wide variety of responsibilities and will therefore require a diverse set of skills, gifts and experience. The criteria listed below describe some of the most necessary prerequisites. Few people will exhibit all of these qualities, so temper idealism with realism.

The individual should:

- Practice a faithful, personal relationship with Christ
- Be interested in world missions
- Consider missions as one of the primary roles of the church
- Have a desire to learn more about missions
- Be willing to undergo initial training
- Possess gifts supportive of the missions team's efforts
- Be committed to prayer
- Be willing to serve on a subcommittee
- Be willing to be a project leader
- Understand and support the policies of the church's missions team

Length of service

Determining how long people serve in leadership roles will set proper expectations and avoid a great deal of confusion. Common possibilities include:

- One-year term
- Two-year term
- Three-year terms, with one-third rotating off each year
- Chairperson (or missions pastor or administrator) has longer term or is permanent
- Pastor or church board representative serves indefinitely

POLICIES AND PROCEDURES

While no ministry should be overly bureaucratic, thoughtful policies and procedures will help organize the complexities of the missions ministry. It is important to distinguish between the two, as confusing procedure with policy decreases productivity and creativity. Policies provide guidance in decision-making and promote consistency in applications; policies should not be very flexible and generally be as few as possible. Procedures allow you to build a set of best practices to most effectively develop your ministry. These should be considered fairly flexible and open to revision.

Examples of Policies

1. The range of support for non-member missionaries serving in our focus sites will be 1.5 times that of our base range. The range of support for member missionaries serving in our focus sites will be two times that of our base range.
2. Missionaries will be expected to provide a yearly report of their ministry roles, accomplishments, challenges, needs, and goals for the upcoming year.

Examples of Procedures

1. Missionaries will be contacted prior to their Home Ministry Assignments to determine how our church can best care for them while in the United States.
2. The financial subcommittee will contact missionaries during the conference to process their conference related reimbursements.

As you develop your policies and procedures, consider these questions:

1. What is your relationship to the session? For example, do they require approval of support decisions?
2. How often will the missions team and subcommittees meet?
3. Will you have annual planning sessions?
4. Will there be a larger advisory team or elder that meets to advise the missions team? How often will they meet with the team? What is their level of authority?
5. Will you have an executive team? If so, what will be their responsibilities?
6. How can you be sure to support missionaries most in line with your particular vision?
7. Will there be permanent subcommittees? Will they be organized by function or geography? What are their specific duties?
8. What are your ranges for missionary support? Do members receive more than non-members? Do missionaries going to your focus sites (if any) receive more support?
9. Is there a missions director/pastor? If so, what are the duties and relationship to the team?
10. Is there a missions administrator? If so, what are his/her duties?
11. Will the ministry fund project expenses for certain church leaders (e.g. senior pastor, missions chair person)? If so, which leaders, how much and how many trips per year?
12. Who makes support decisions for missionaries? Is it the entire committee or a certain group?
13. Will the ministry help fund members going on projects? If so, which projects and how much?
14. Can members who are missionaries serve on the committee? If so, are there any restrictions to their responsibilities, such as financial support decisions?
15. What are your expectations from missionaries?
16. What is the application process for missionaries?
17. What are your requirements or expectations for approving missionary support, e.g. experience, preparation, agency affiliation, theological convictions, role, destination?
18. What will be your connection to the presbytery MTW Committee?

APPENDIX J

CARING AND CONNECTING WITH YOUR MISSIONARIES

Advice from MTW Missionaries

Missionaries often make a distinction between a “supporting” church and a “sending” or “home” church. Both are critical for the advancement of the kingdom through missionaries among unreached peoples. The ideas below are primarily for a missionary’s home church which initially sent them out and typically takes the lead role in discerning with them, supporting them, and caring for them.

Communication

- Regularly initiate communication with your missionary, asking for updates, prayer needs, and financial needs.
- Give clear and direct expectations for newsletters and any reporting that you expect.
- Give grace and extra patience. Missionaries are some of the busiest people in the world and under extra strain from the nature of their work.
- Regularly update the missionary on happenings at the church.

Knowing

- Have two or three key people who really know the missionary and their work. These are people who listen at length to the missionary’s stories, situation, and family happenings. Having a few people in the church who play this role helps the missionary feel deeply known and cared for.
- Offer your missionary substantial time to share on HMA if you are their home church.
- Offer for one or two key people in the church to visit the missionary on the field once per term.
- Build safety in your relationship with the missionary that lets them know it’s OK to struggle, to go through highs and lows, to “fail,” and to be discouraged.

Logistics

- Missionaries need all kinds of practical helps. Here is a quick list of some ideas:
 - Airport pickup and drop off, housing, furniture, moving and storage help, vehicle, groceries, vacation, social invitation, help with aging parents, advice on getting things done locally in the U.S., a person to ask any silly question, babysitting, overnight babysitting, someone to travel with them to conferences to watch kids or when moving internationally to help with kids and setup, gifts for their kids’ birthdays ... and the list goes on.
- Select a point person in your church who is gifted at helps and at recruiting others to help. Let this person ask the missionary regularly for needs and offer various ways of helping. Encourage this person to form an informal “team” or people in the church they can regularly call on to help with particular needs.

Counsel

- As a sending church who knows your missionary, your advice and consulting *continue* to be valuable throughout the missionary's career.
- Coaching your missionary as needed through life choices, strategic decisions, and career decisions. Sometimes you can play a part in helping them craft their ministry and life vision and goals.
- Ask critical questions in verbal conversations with the missionary: lovingly ask about the missionary's spiritual, emotional, relational, and physical well-being.
- Help your missionary surround themselves with a customized member care team. This can consist of counselors, colleagues, friends, and pastors who regularly support the missionary.
- Connect with the missionary's sending organization and field leadership. Give input on major field decisions as appropriate (or at least stay well informed and let the field educate your church on these decisions). Decisions can include field location placement, team membership, making plans like sabbaticals and changing fields, retirement decisions, even dating relationship decisions, etc.
- Offer to help mediate in times of conflict—either on a mission team or between missionaries and national partners. Do so in coordination with field leadership and the sending agency.
- Recommend to your missionary various trainings, counseling services, rest, and vacations, etc.

Advocacy

- Sometimes you need to make sure your missionary is getting what they need. Things can “fall through the cracks” or be a bit dysfunctional in mission agencies, on mission teams, in field leadership and member care structures, and in Presbyteries. Advocate for the needs of your missionary. Listen to their needs and perspective and become a voice for them.
- As a sending church, you have a biblical and gospel mandate to be bold, confident, and assertive as needed. Sometimes the senior pastor is needed to personally intervene in these types of cases.