**Preaching Minister Onboarding Plan for Andrew Owens**

**1. Before he starts**

An elder or two get with him for coffee and touch base with everything and his immediate needs for transitioning smoothly. Get him directory, and other “welcome materials”.

**2. FIRST 30 DAYS – ORIENTATION & RELATIONSHIPS**

**Key Meetings**

* Elders’ Welcome & Prayer Meeting
* Ministry Staff Introduction
* Ministry Areas Overview
* Help get office in order, computer and software, other technology
* “Listening Tour” with members & families
  + (Include connect groups, Huddle Groups, shut-ins, etc.)
  + Go on visits with elders

**Sunday Installation Service (See separate document)**

* Short bio & family intro in bulletin/email
* Fellowship meal or welcome reception

**3. FIRST 90 DAYS – MINISTRY INTEGRATION**

**Preaching & Worship**

* Sermon calendar planning (3 month sermon plan?)
* Feedback loop with elders (meet weekly for coffee with an elder for 30 days then scale back)
* Meet with and collaborate with worship leaders
* Meet with other ministry leaders with a priority on small groups planning (?) and Spiritual Formation Group.

**Pastoral Care & Shepherding**

* Visit shut-ins or hospitalized members with elders and pastoral team
* Meet with families in need
* Join shepherding visits with elders
* Each shepherd have Owens family in there home for dinner
* Attend elder’s meetings (presently 1st and 3rd Mondays)

**Involvement**

* Participate in Bible classes and small groups
* Attend ministry team meetings
* Begin outreach/community involvement

**4. LONG-TERM SUPPORT & REVIEW**

**Mentoring & Feedback**

* Assign elder mentor/contact
* Schedule monthly 1-on-1 check-ins
* Offer encouragement, feedback, and prayer
* Encourage to set up mentoring and encouragement groups as stated in MOU

**Six-Month Evaluation (in February)**

* Meet with assigned elders to review goals and challenges
* Reflect on personal and family spiritual and relational health
* Affirm commitment and shared vision

**Support Actions**

* Assign 2–3 members or elders to pray weekly for minister
* Encourage regular Sabbath/rest rhythm

**Weekly Recommendations and Rhythms**

* Mondays – one on one with staff
* Tuesdays – Staff meetings
* Wednesdays and beyond – key meetings l outside office