

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 I outside office