

Ministry Articulation Profile (MAP) Option 2 - Questionnaire

Developed by Bonnie Greene.
(Revised by TC CPrM's 160324)

Purpose of These Guidelines:

This “Questionnaire” is intended to support Communities of Faith (CoFs) in faithfully reflecting upon their current ministry, ministry context, and where God is leading them (goals). Not all of the question’s options will fit every situation. They are intended to foster conversation as you reflect upon the 8 ministry categories and how they relate to the ministry of your community of faith. You may prefer to come up with some of your own questions and/or options. That’s great. You are free to use whatever format you wish as long as they use the same categories.

Purpose of the Categories:

The categories are used by communities of faith (congregations, multi-point pastoral charges, outreach ministries) to consider, discern and record their annual goals. It may be unrealistic for a community of faith to have more than two or three goals; however, it is important to consider each category even though there may be some categories without specific goals. Prayerfully consider each category before ruling it out.

Goal Setting:

1. Focus. You might want to consider having only two or three goals and doing them really well.
2. Develop an action plan for each goal (see below).
3. Define your goals so that you can actually see if you’re making progress toward them.
 - a. Be specific – e.g. pastoral care to whom? By whom? In what settings?
 - b. Try to identify how you will measure your goal – how will you know it was achieved?
 - c. Be realistic – e.g. is it realistic that every person will be 100% satisfied with the pastoral care we provide?
 - d. Be honest – if the goal isn’t really relevant and you’re only recording it because you feel you have to have a goal in a specific area, don’t bother. Only have goals that really reflect what you have discerned your mission priorities to be.
 - e. Set achievable goals that won’t take the rest of your life. Set goals that you’ll see a difference in a year- before you review them again.
4. Celebrate progress toward your goals. Communicate progress (and barriers) regularly so you can stay on track and help each other move toward the goal.
5. Rejoice in challenges - learn from the “oops” along the way. Failure only happens when we don’t learn from our mistakes.

GROWING IN FAITH (Discipleship)

1. For whom does our church offer faith growth opportunities?

- nursery and pre-school children
- school-age children
- jr. high and high school age students
- post-high school youth
- adults
- other _____

2. What types of faith and discipleship growth do we encourage in our congregation?

- growing in **knowledge** of God, the Bible, theology, etc
- growth through **spiritual practices** (e.g. prayer, meditation, journaling, daily offices, etc.
- growth in **service** to others in the community
- growth in **generosity**
- other _____

3. What activities does our congregation use to give people a chance to grow in faith/discipleship?

- Sunday School classes
- youth groups
- confirmation class
- Bible study
- study groups in small groups
- speaker series
- devotional materials or sermon notes in the bulletin
- video courses (your own or purchased)
- Christian Basics for newcomers
- on-line learning (podcasts, video-casting)
- other _____

4. Who takes responsibility to organise and lead the faith growth/discipleship opportunities in our church?

- the minister
- the minister and a lay leader
- a lay leader
- Sunday School superintendent
- youth minister
- Christian Education Committee
- other _____

5. Our definition of faith growth/discipleship at our church is:

6. The priority of faith growth or discipleship in our congregation is:

- high
- medium
- low
- growing
- other _____

7. The effectiveness of our current activities is:

- effective for the people who choose to participate
- reaches about half of the people in the congregation over a year
- reaches people in the community
- needs to be strengthened
- other _____

Growing in Faith GOALS

Now thinking about faith growth and discipleship as a ministry area in our church, what goals do we have for strengthening it?

- involving more people in faith growth activities
- starting a faith growth program for adults
- adding an additional type of faith growth to what we do now
- training some lay leaders to lead faith growth opportunities
- developing a Christian Basics course

OTHER _____

How would this goal help us advance our overall mission as a congregation?

JUSTICE, OUTREACH, AND SHARING THE GOOD NEWS

(Justice and Outreach) - Reaching Beyond our Doors

1. How is our congregation involved in outreach in our community?

- food bank
- clothing bank
- out-of-the-cold for homeless
- involvement with women's shelter
- activities for at-risk kids (tutoring, sports, music, etc.)
- breakfast program
- visits to isolated seniors in nursing homes
- social housing
- sponsoring refugees
- a church-owned community ministry
- other _____

2. How is our congregation involved in issues beyond our local neighbourhood, such as poverty, the environment, equality rights, global justice, development, etc.?

- educational events on issues
- advocacy at provincial or federal levels
- contributing funds to justice organisations
- participating in ecumenical justice organisations (e.g. KAIROS)
- other _____

3. How does our congregation identify community needs?

- through members of the congregation who bring them in
- through the minister
- through relationships with community organisations (school principals, the food bank, health centres, voluntary organizations, other...)
- through walking tours of the neighbourhood
- through formal partnerships with organisations serving the neighbourhood
- other _____

4. What people from vulnerable or marginalized groups are within our congregation?

- unemployed
- low-income
- homeless
- hungry
- refugees
- new immigrants
- terminally ill
- mental health patients
- ex-prisoners
- other _____

5. How do people find out about your engagement in justice and outreach?

- website
- people in the congregation take the word out
- local newspaper
- strong advertising on bulletin boards inside the church
- annual report
- other _____

6. The resources we use to support our justice & outreach work come from:

- our own people develop them
- a local organization
- other Christian or community groups
- the General Council Office of the United Church
- other _____

7. Our congregation supports members involvement through:

- a committee
- the Minister
- a staff outreach worker
- other _____

8. How do the people of the neighbourhood get to know about our church and what it offers?

- ads in the newspaper
- flyer distribution
- events held outside the church for the neighbourhood
- our minister circulates
- family connections (e.g. baptism, funeral, etc.)
- events and groups for the community (e.g. self-help groups, cancer support, addiction, etc.)
- community dinners
- our individual members tell their friends and neighbours
- large road signs for special occasions
- website
- social media (Facebook, You-Tube, etc.)
- other _____

Justice, Outreach, and Sharing the Good News GOALS

Thinking about the way our congregation presently engages our neighbourhood, what goals do we have for strengthening it?

- raising the profile of our congregation in the minds of our neighbours
- developing a project that meets a neighbourhood need and we have the gifts to run
- forming a partnership with a community organization and engaging our members in its works
- inspiring each member to serve in a community organization
- developing a project that addresses a provincial or national or global need
- running a series of educational events on issues of relevance to our neighbourhood
- other _____

How would this goal relate to our mission as a congregation?

LEADERSHIP

1. Our church is governed by:

- a Council
- a Board
- a Session/Board of Elders
- Committee of Stewards
- Mission or Management Team
- Streamlined Board
- Board of Trustees
- other _____

2. We ask the minister to play the following role in church governance:

- work with the chair to prepare Council/Board agendas
- prepare reports for the Council/Board
- chair the Board/Council
- offer spiritual insight primarily
- communicate Council/Board decisions in the church
- other _____

3. The ministry goals for our church are set by

- the Council/Board
- the Minister
- the committees of the church, with budget allocated by the treasurer
- other _____

4. Planning for church programs is done by:

- the Council/Board
- the Minister
- the committees of the church
- other _____

5. The way our congregation supports the development of leaders in our congregation is:

- an orientation session for our board/council members
- workshops for people thinking about leadership roles
- mentoring system for new leaders
- tuition paid for courses to develop leadership
- other _____

6. The style of leadership we prefer is:

- collaborative
- enabling/coaching
- authoritative
- directive
- democratic
- creative or innovative
- managerial
- other _____

Leadership GOALS

Thinking about leadership in our congregation presently, what goals do we have for strengthening that area of our life?

- developing a system for identifying and equipping new leaders
- being clear what we're asking our minister to do in leadership
- putting some activities on hold until we have enough volunteers/leaders for them
- clarifying our vision and mission
- other _____

How would this goal relate to our mission as a congregation?

WIDER RELATIONSHIPS (Ministry Partnerships)

1. The ways our church is involved in the wider church and community are:

- our representatives serve on presbytery and regularly report back
- our Minister serves in at least one way in the wider church
- our Minister(s) serves as a volunteer in a community organization relevant to the congregation's mission
- our church recruits members to volunteer in key ecumenical and/or other ministries in the community
- our church has a major community
- our church has partnerships with community organizations where our church is located
- organizations count on us to contribute funds or in-kind supports for their work
- other _____

Wider Relationships GOALS

Thinking about the way our congregation presently reengages ministry partnerships, what goals do we have for strengthening that area of our life?

- developing a firm link with a community organization that fits our sense of mission
- encouraging our Minister to get to know more community organizations that we might be a help to in some way
- creating a place for our presbytery representatives to report back to our congregation
- other _____

How would this goal relate to our mission as a congregation?

PASTORAL / SPIRITUAL CARE

1. For whom does our church provide pastoral care:

- people in hospital
- people who've been bereaved
- children
- people in hospice or palliative care
- neighbours struggling with unemployment, poverty, mental health issues, illnesses, etc.
- relatives of people who are ill
- families
- families with people with special needs
- people in relationship trouble
- people with addictions
- shut-ins
- other _____

2. What kind of spiritual needs does our pastoral care program address?

- disabling guilt
- low self-esteem
- giving and receiving forgiveness
- grief
- relationship issues
- inability to connect with God
- stress
- ethical issues
- other _____

3. Who provides pastoral care in our church?

- The minister
- A trained team of laypeople
- A designated staff person
- All members of the congregation
- People needing care (self-help groups)
- Other

4. In what settings is pastoral/spiritual care provided?

- people's homes
- small groups at the church
- family gatherings
- nursing homes or palliative care facilities
- hospitals
- retreat centres
- coffee shops
- restaurants
- the church
- prison or detention centre
- other

5. The ways we train and equip our pastoral care givers are:

- the Minister provides a training session
- we bring in a training once a year or so
- we send people to a course
- people from the congregation with a background in this area mentor people new to the work
- we don't provide training
- other _____

6. The amount of time we spend on these activities in a week in our congregation would be:

- 0-10 hours
- 11-20 hours
- over 20 hours
- don't know
- other _____

Pastoral / Spiritual Care GOALS

Thinking about pastoral and spiritual care as a ministry area in our church, what goals do we have for strengthening it?

- deciding where to focus our pastoral/spiritual care ministry
- developing a trained team of laypeople to head up pastoral care
- establishing a self-help group in the church for a specific pastoral/spiritual need
- other _____

How would this goal relate to our mission as a congregation?

BELONGING / EXTRAVAGANT WELCOME / WELLNESS

(Spirituality / Self-Care)

1. The ways we build a sense of belonging in our local church community include:

- the minister preaches regularly on our mission
- we regularly hold social events
- all of our meetings include a “fellowship” time
- we have a ministry team that supports people in major life events--like illness, funerals, hospitalization, etc.
- we keep a community prayer list
- our greeters & hospitality people are recruited and equipped to increase the sense of hospitality for everyone who walks through our doors
- we set an expectation that loving relationships will mark our life as a Christian community
- we intentionally build a sense of identity and belonging
- other _____

Belonging / Extravagant Welcome / Wellness GOALS

Thinking about the way our congregation presently relates as a community of love and care, what goals do we have for strengthening that part of our life?

- asking the Minister to preach on Christian community
- training our committees to attend to community building in their meetings
- recruiting and equipping people who will build a sense of community
- increasing social events
- other _____

How would this goal relate to our mission as a congregation?

STEWARDSHIP

1. The areas of church life that we include under the “stewardship umbrella” are:

- inspiring giving for the mission of the church
- volunteering (human gifts)
- finance and investments
- property
- information technology
- administration (incl. annual statistical forms)
- other _____

GIVING

1. Our church encourages people to give by:

- an annual commitment campaign
- providing envelopes
- encouraging people to sign up for e-giving (PAR, on-line giving, etc.)
- talking about money in sermons
- educational information about the mission of our church
- regular giving challenges
- other _____

2. The ideas we draw on in our stewardship program are:

- your giving helps the church meet the budget
- the church needs money
- everything costs more, so we need you to increase your giving
- your giving is an investment in the mission of this church
- giving generously is a way of growing in faith
- other _____

3. Our present stewardship program produces donations that account for:

- less than 50% of the operating budget
- 50-60% of the operating budget
- 61-80% of the operating budget
- 81-100% of the budget

4. The people who lead our stewardship efforts are:

- the finance team
- an individual with a stewardship focus
- a special stewardship committee
- the minister, plus a committee (finance or stewardship)
- other _____

5. We keep the “giving” component of stewardship visible in the congregation through:

- a letter to every member 1 or 2 times a year
- regular updates on where the congregation is in its giving at key points in the year
- announcements, skits, or presentations during the service
- other _____

HUMAN GIFTS (Volunteering)

1. Our church encourages people to offer their gifts in ministry through:

- general announcements
- tapping people on the shoulder
- doing a spiritual gifts and passions audit & assigning them accordingly
- emphasizing “service” as a means of faith growth
- offering leadership training for volunteers
- other _____

2. We have lay people offering their gifts in

- worship planning
- faith growth for children & youth
- faith growth for adults
- service projects in the community
- administration
- music
- governance (board, finance, etc.)
- property
- pastoral care
- other _____

3. We recognize people for the gifts people give in ministry by:

- a thank you note from the minister or key leaders
- regular thanks to people in church
- an annual volunteer appreciation event
- other _____

4. The areas where we have the strongest gifts are:

- management
- worship
- working with children
- outreach in the community
- finance
- faith development
- other _____

5. The areas where we gifts are to be offered are:

- management
- worship
- working with children
- outreach in the community
- finance
- faith development
- other _____

6. With respect to the number of volunteers we need, our church:

- ___ has all the volunteers we need
- ___ has a smaller number of people doing more work every year
- ___ has to cancel some projects for lack of volunteers
- ___ other _____

FINANCE & INVESTMENTS

1. The administration of the financial side of our church's life is managed by:

- ___ an envelope secretary
- ___ the treasurer
- ___ a fee-for-service bookkeeper
- ___ an administrator on staff
- ___ volunteers
- ___ other _____

2. Our church relies on the following to fund its operating budget:

- ___ donations from the people of the church
- ___ rental of the church's space
- ___ reserves
- ___ major fundraiser
- ___ grants
- ___ special appeals
- ___ other _____

4. The church's finances are:

- ___ sufficient to make our ministry sustainable into the foreseeable future
- ___ growing year-over-year
- ___ declining year-over-year
- ___ a major source of stress for the congregation
- ___ other _____

5. Our financial situation is:

- ___ healthy
- ___ in crisis
- ___ our financial obligations (including those to the wider church) are paid in full and on time
- ___ backed up by 6-months operating budget in reserves
- ___ other _____

PROPERTY/IT/ADMINISTRATION

1. Our church's property includes:

- ___ church building
- ___ manse
- ___ a building for a social ministry
- ___ a camp
- ___ a cemetery
- ___ other _____

2. The property/properties are managed by:

- ___ a committee of volunteers
- ___ a sexton or custodian
- ___ a property manager
- ___ other _____

3. The church's buildings are

- ___ fully used for its ministries and programs
- ___ inadequate for the congregation's ministries
- ___ needed for its ministries and programs on weekends primarily
- ___ much bigger than our congregation's size requires
- ___ shared with a school or other substantial group
- ___ consistently maintained and in good condition
- ___ in need of modest repairs
- ___ in need of renovation
- ___ in need of expansion
- ___ other _____

4. In the neighbourhood, our building

- is visible from main roads
- surrounded by significant parking
- fully accessible
- clean and up-to-date
- adjacent to church-owned housing
- other _____

STEWARDSHIP, FINANCE & PROPERTY GOALS

Thinking about stewardship in our congregation, what goals do we have for strengthening it?

- increasing the number of people who give to our operating budget
- reducing our reliance on fundraisers or rentals to balance the budget
- reducing expenses
- developing a plan to get out of debt
- increasing the number of people volunteering in the congregation
- strengthening our finance team
- developing a property management team
- reducing the cost of the building as a proportion of our operating budget
- developing a plan for renovations to make our building more supportive to our mission
- other _____

How would this goal relate to our mission as a congregation?

WORSHIP

1. The overall style of our worship is:

- formal
- semi-formal
- informal
- other _____

2. Our worship is planned for:

- boomers and seniors
- young families and youth
- seniors primarily
- people who are long-time United Church members
- people with little or no UCC or church background
- recent immigrants
- other _____

3. Our services are usually:

- God-centred
- Jesus or Christ-centred
- Spirit-centred
- all three
- world-centred
- other _____

4. Our primary source(s) of music are:

- Voices United
- Voices United, plus More Voices
- more contemporary hymns of our own selection
- secular music that lends itself to worship
- other _____

5. Worship is led by:

- the minister primarily
- the minister and the musician primarily
- the minister, the musician, and a lay host or presider, plus readers, singers, etc.
- other _____

6. The parts of worship led by lay people are:

- announcements
- congregational singing
- Scripture reading
- performance music (choral or solo)
- children's time
- offering
- sermon
- prayer
- other _____

7. The congregational music in our service is led by:

- the minister
- the organist/pianist
- a song leader
- the choir
- a vocal team
- other _____

8. In our worship we use

- an adult choir
- a children's choir
- a youth choir
- a band
- other _____

9. The style of music we use most often is:

- classical
- classic hymns
- spirituals
- world
- rock
- pop
- jazz
- country
- other _____

10. What elements of multisensory worship do we use in our church:

- projected words for singing
- short video clips
- filmed interviews of people in the congregation or events in the church or community
- recording of the service for CD or DVD
- live web-casting
- drama
- liturgical movement
- audio enhancement
- closed-circuit broadcast within the building
- announcement loops
- other _____

11. The sermon style we enjoy is:

- a text read by the minister
- a message delivered by the minister from notes
- a message delivered without notes
- a dialogue between the minister & a lay person
- a series of short reflections scattered throughout the service
- other _____

12. Prayer in worship is:

- read in unison from a bulletin
- lead by the minister from prepared text
- lead by a lay person or worship host
- offered by the people in worship giving their
- offered by one people, with time left for individuals to offer their prayers
- other _____

13. Worship in our church relies on a printed bulletin for:

- readings and prayers
- communicating announcements and information the congregation needs
- devotional materials for people to use during the week
- other _____

14. Worship planning in our church is done by:

- the minister
- the minister and the musician
- a worship team
- other _____

WORSHIP GOALS

Now thinking about worship as a ministry area in our church, what goals do we have for strengthening it?

- making our worship more accessible to the people in our neighbourhood;
- increasing lay participation in leading worship
- increasing the multisensory components of our worship
- making our worship more family-friendly
- developing a program for “assimilating” guests or visitors into our congregation
- growing our worship’s capacity to inspire greater faith in people
- other _____

How does this goal help us advance our overall mission as a congregation?

RANKING OUR GOALS

Most congregations can only get something done by working in a few areas at a time. Therefore, decide which areas it’s most important for you to work on in the coming year:

- _____ Growing in Faith
- _____ Justice, Outreach, Sharing the Good News
- _____ Leadership
- _____ Wider Relationships
- _____ Pastoral / Spiritual Care
- _____ Belonging / Extravagant Welcome / Wellness
- _____ Stewardship
- _____ Worship

Given the areas we’ve chosen, what are the most important goals for us to work on in those areas for the next year?

Area 1 _____

GOAL:

Area 2 _____

GOAL:

Area 3 _____

GOAL:

Area 4 _____

GOAL:

CONGREGATION'S CULTURE & CORE VALUES

1. In our congregation *spiritual vitality*

- ___ is a path some people choose to follow
- ___ has been growing over the past few years
- ___ is something we practise corporately
- ___ is God-centred
- ___ other _____

2. In our congregation, we are a *close-knit family*, for example,

- ___ coffee hour is well-attended and noisy
- ___ people love to have church suppers
- ___ people have good friends in the congregation
- ___ people know they can count on each other
- ___ people meet as friends during the week
- ___ other _____

3. In our congregation we work for *social justice*, for example,

- ___ people belong to community action groups
- ___ people volunteer in community service groups
- ___ the congregation welcomes services on the topics relevant to justice
- ___ the congregation raises funds for projects outside our neighbourhood
- ___ other _____

4. The people of this church feel positive about our *denominational heritage* by,

- ___ contributing to the Mission & Service Fund
- ___ attending events offered by the church
- ___ collaborating with other congregations of our denomination
- ___ we value stories of the church's ministries and of partner churches overseas
- ___ other _____

5. We pursue *ethno-cultural diversity* in our congregation,

- ___ making sure the worship leadership is diverse
- ___ people of Anglo-Saxon origin make friends with people in the congregation from other parts of the world
- ___ we've adjusted our worship and music to let people from different ethno-cultural backgrounds feel more at home
- ___ other _____

6. The people of our church value *Christian integrity*, for example,

- ___ sharing their faith with children and youth
- ___ standing up for what's right matters to us
- ___ doing the right thing in the way we run our church is part of who we are
- ___ other _____

7. We value *excellence* as a way of honouring God and people by,

- ___ keeping our church and parking lot "guest-ready" at all times
- ___ running only programs we can do well
- ___ investing in training for people who volunteer in the church
- ___ keeping our print, visual and music production with the quality in the culture
- ___ other _____

8. Being an *outwardly-focussed church* matters to us by,

- ___ going out of our way to meet the neighbours
- ___ getting rid of "insider" language and habits to make the church accessible to guests
- ___ doing justice and service projects in the community
- ___ evangelizing
- ___ welcoming new people into our congregation regularly
- ___ other _____

9. Our congregation values *innovation*, such as:

- ___ introducing new elements in worship
- ___ starting new outreach projects regularly
- ___ up-dating our educational programs every few years
- ___ welcoming the ideas of people who are new to the church
- ___ other _____

10. The people of our congregation look for the church to have a *strong impact on their faith* by:

- ___ experiencing God's presence in worship
- ___ inspiring us to live more closely to God
- ___ offering support for a God-centred family life
- ___ encouraging us to make everything about the church's life as close to Christian ethics as we can
- ___ other.

11. Our congregation values the *contribution of everyone* ("priesthood of all believers"), for example,

- ___ we are like-minded as a church
- ___ we take most decisions by consensus
- ___ we ask everyone to volunteer in our church
- ___ children and teens are included in leadership in our church
- ___ we rely on the people of the church to bring their insights about faith and discipleship into the congregation's life
- ___ our board/council consults the members before taking decisions
- ___ our board/council opens itself up to the congregation for accountability
- ___ other _____

12. Our congregation looks for *God's direction* in its life, for example,

- ___ prayer is an important part of our decision-making
- ___ we are able to take big risks when we feel God's leading
- ___ we look to our minister to help us bring the faith into every part of our life
- ___ other _____

RANKING THE VALUES

Rank the items below to indicate which ones are strongest in your congregation's life. Rank them from 1-11, using 1 for the top value and 11 for the lowest value.

- _____ spiritual vitality
- _____ close-knit family
- _____ social justice
- _____ denominational heritage
- _____ ethno-cultural diversity
- _____ Christian integrity
- _____ excellence
- _____ outward-focussed church
- _____ innovation
- _____ a strong impact on faith
- _____ contribution of everyone
- _____ God's direction

Complete for each goal - copy page for additional goals

GOAL STATEMENT #___:

Actions to be taken	Action	Date	Responsible
	This section may have multiple steps in it and with different dates.		
Resources to be committed:	Budget? Time of Ministry Personnel or other staff? Purchasing of resources or supplies?		
Who will take the lead? Who else will be involved?	Lead: Working Group members: What role with Ministry Personnel and other staff play? Any?		
How will progress be measured?	Come up with 2-3 different ways you are going measure progress.		
How often will progress be reported? How and by whom and to whom?	Record here things like: we will measure at the end of June and the end of December. We will report to the local ministry through the weekly bulletin and in the annual report as well as at the Annual Meeting and the Board/Council meeting that precedes it.		
Status of this goal at time of annual review:	Record here how you did, what you learned, what you feel you achieved that you didn't expect, and how you are going to celebrate.		