

# YOUR CHURCH

## Long-term plan for *[NAME OF MINISTRY]* Ministry Staffing

*Revision Date*

In order to build a long-lasting, deep-impact *[NAME OF MINISTRY]* ministry, it is our goal to employ the equivalent of one full-time staff person for every *[50 YOUTH OR 75 CHILDREN]* active in the ministry. This rule of thumb, recommended by experts in ministry, will allow us to achieve our vision, as stated in the mission statement:

*[YOUR MISSION STATEMENT HERE]*

An adequate staff will allow us to engage and nurture *[STUDENTS OR CHILDREN]*, while also building a strong base of volunteers, ideally at a ratio of 1 adult for every 5 active *[CHILDREN OR YOUTH]*.

Knowing that an understaffed ministry is set up for criticism and burn out, we will evaluate the staff needs annually, in time to recommend any necessary changes to the next year's budget. Each year, the *[CHILDREN OR YOUTH]* staff will present to the church leadership the current number of *[CHILDREN OR YOUTH]* active in the *[CHILDREN'S OR YOUTH]* ministry and make a recommendation about regarding the best staffing model for next year.

We are thinking in terms of part-time employees, so that an increase of *[25 ACTIVE YOUTH OR 37 ACTIVE CHILDREN]*, for example, might signal the need for a part-time employee, not a full-time.

As of *[DATE]*, the *[CHILDREN OR YOUTH]* ministry will have *[# OF STAFF]*. At a total of *[# OF STAFF]*, we will be staffed to engage about *[# OF CHILDREN OR YOUTH]*. Because we currently have an average of *[# OF CHILDREN OR YOUTH]* in the ministry and anticipate an increase to *[# OF CHILDREN OR YOUTH]* or more in *[UPCOMING YEAR]*, we recommend that our church assign a team in *[MONTH]* to begin searching for a *[FUTURE STAFF POSITIONS]*, who could begin by *[DATE]*.