OUTREACH / TEAM GUIDE

Community outreach starter

Listen well. Serve faithfully.

Turn a community need into a focused ministry with a clear leader, realistic resources, and room for gospel conversations.

HOW TO USE THIS GUIDE

Use with a small planning team before launching a pantry, outreach meal, service project, or community event.

1 Start with a real need

Speak with neighbors, schools, community organizations, and existing ministries. Ask what is needed, what is already available, and where a church could help. Choose one need your team can address consistently.

2 Design a sustainable ministry

Define whom you will serve, how often, and with what resources. Identify a ministry leader, volunteer roles, a budget, and dependable supply partners. Start with a scale your team can maintain.

3 Prepare to serve with care

Plan food handling, accessibility, transportation, child protection, and volunteer training as relevant. Seek appropriate local guidance for your activity. Avoid collecting more personal information than the ministry needs.

4 Keep dignity and the gospel central

Welcome people without embarrassment. Offer prayer and conversations about Christ without making practical assistance conditional on participation. Listen to feedback after the event and invite volunteers to reflect on what they learned.

CONVERSATION WORKSHEET

Listen. Discuss. Write it down.

Complete together or type into the fields before your next meeting. Save a copy for your team.

01 What need have neighbors and partners identified?

02 What will we offer, and how often can we sustain it?

03 Who will coordinate volunteers, supplies, and expenses?

04 How will we offer prayer and gospel conversations respectfully?

KEEP THE CONVERSATION FOCUSED

- Need served: define the specific people and practical support.
- Partners: record who can supply knowledge, people, or materials.
- Review: track people served, relationships built, and lessons learned.

NEXT STEPS / TAKE IT BACK TO YOUR TEAM

Make the next step clear.

Choose one priority you can act on. Assign responsibility and agree when you will review it.

Our next ministry priority

Responsible leader

Review date

Three practical actions / person responsible / target date

People, supplies, budget, or support needed

BEFORE WE MOVE FORWARD

- [ ] A real need has been confirmed with community input.
- [ ] A ministry leader and budget are identified.
- [ ] Volunteers understand safety and safeguarding expectations.
- [ ] Feedback and a review date are part of the plan.

Prepared for local church ministry. Adapt this tool to your congregation. Partnership and search decisions remain with the local church; this guide is not a contract or professional advice.