

Ministry Fair

Instructions and Information

Our Ministry Planning Retreat is coming and we need to get our “Ministry Fair” presentations put together. A “Ministry Fair” presentation is a quick overview or model of your ministry.

It should include

- 1. Organizational Chart** - *How your ministry is structured and organized*
- 2. Current state of ministry** - *Your baseline programs, numbers and successes (where things are today)*
- 3. Mission & Vision statement**
- 4. Internal and external environmental factors** – *inside (the community already here) and outside (the community around us)*
 - Example: There are 700 singles who attend church each weekend
 - Example: 53% of our community is single
- 5. Three Strengths of your ministry**
- 6. Three challenges for your ministry**
- 7. Any pictures or graphics** - *These can help represent or explain your ministry visually*

Here are the guidelines:

1. 2-3 large post its (suggest using 3M flip chart paper or 24” X 36” poster board)
2. Keep it easy to read, clear and written in bullet point statements
3. Have it ready by before the day of the retreat (don’t begin it on the eve of the ministry planning retreat)
4. Don’t let words be your enemy – Use images, symbols and graphics
5. Have fun and be creative

Keep in mind that the Ministry Fair is your way of expressing your ministry to others. This is a great opportunity to share your ministry and what makes it unique. This also serves as a baseline for your ministry as you look into the future.