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**Leadership 101 for your Ministry
*by Kris Swiatocho***

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*Building leadership has been one of the most difficult things to do for as long as I can remember. Whether single or married, young or old, it’s an area of ministry that changes. You can have a great team that is working well together, and in an instant, singles announce their upcoming marriage, their jobs change, a family member gets sick, and so forth. So, it’s critical to constantly be looking for the next person(s) to lead.*

*In my personal ministry, I get people involved quickly, sometimes the first time we meet them. We ask them to help clean up to see their interest. We know that as soon as we get them connected, the quicker they stay connected. You can help develop your next leader from that simple job of serving.*

*Blessings in building a ministry to change not only your life but the lives of many others.*

*—Kris Swiatocho*

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**You might be:**

• Researching in starting a singles ministry or other ministry.

• A leader already in singles or another type of ministry.

• Wanting to affirm where you are as a leader.

• To grow your ministry, develop more leaders.

**We are going to focus on three things:**

1.   What makes a great leader

2.   Why leaders fail

3.   How to build your team and work with your team.

*In all ministries, you cannot be successful if you do not build leadership. Ministry is not designed to have one or two people running the show while everyone else just shows up. You will either get burned out as leaders, or your folks will leave because the environment is not team-focused.*

**Fishes and the Loaves Story; Matthew 14:13-21**

**A Great Leader:**

**1. Sets Boundaries:** They know what they can do; they learn their limits and how to say no. Please realize that setting healthy boundaries in all areas of your life is hard. Finding that fine line between helping to grow others and having time for yourself is critical. But a leader who knows when to say yes and no is a leader who will help you build a great ministry.

**2. Self-Responsible:** They desire personal development, self-care, and self-nurture. So many leaders often try to do everything themselves. They get tired of waiting on others to help, so instead of waiting on God to grow their ministries, waiting on God to bring more to help, and learning to delegate and ask for help, they end up wearing themselves out. A healthy leader will take care of themselves and seek to understand, read books on leadership, allow themselves to be mentored, etc. They desire to grow Spiritually, emotionally, physically, and mentally.

**3. Relational:** They build people, not just start a program; they create an environment of nurture where others are empowered. Often leaders can become control freaks. Ministry has to be about people. This is where your grace button has to be used a lot. You must allow others to lead and grow the way God has designed them. It’s through the relationships that we reach others for Christ.

**4. Empowers Others:** They give others power, responsibility, and ownership for dreams, ideas, tasks, and input. They give people the ability and capacity to lead or make choices. They permit and enable them to take responsibility. One thing that is so hard to do is to let someone else have an idea and run with it. What if it doesn't work? What if people think it was my bad idea? What if they don’t do it right? What if…? What if it goes right, differently, new, etc.? What if God is raising up a new leader who will take your place so you can go to the next place? What if God is using you to lead someone so they can go and lead elsewhere? Healthy leaders desire to empower others to lead. Sometimes it requires others to fail too.

*Terry Hershey and Rich Hurst, writer and co-author of Giving Your Ministry Away, believe leadership is not a power pyramid but a relational pyramid. Relational leadership is self-responsibility in place of authority. It creates an environment for empowering others. Relational leadership is giving responsibility away or giving the ministry away...it’s not about who has the most power, but who can give the most power away?*

**Why Do Leaders Fail:**

**• Ego:** It’s all about them; major pride issues; can’t admit when they are wrong.

*Proverbs 11:2 When pride comes, then comes disgrace, but with the humble is wisdom.*

**• No vision for the future:** Maybe they have been leading so long that they have forgotten why they do it. They have lost their passion and vision of why they are in ministry. How do you lead others to do it if you don’t know why you are doing it?

**• Inability to delegate:** They either don’t know how to do this or are afraid the person they give it to will fail. The reality is some will fail, and some will succeed. This is where being a leader is critical. You have to mentor/disciple them in such a way as to help them learn but also allow them to make mistakes. You need to delegate smaller pieces at a time.

**• Hurting leaders who won’t ask for help:** Leaders have family and personal problems too. Often a leader feels they have to be the strong one to set an example. Sometimes the greatest example is someone who says they are hurting and need help. My only caution is what kind of help you need…what is your struggle.  If you struggle with a drug, sex, or gambling issue, you may need to step down as a leader/pastor. However, if it’s a struggle with a family member, work, depression, etc., allowing your singles to know you need prayer and some help while you work on things is great.

*James 1: 5 If any of you lacks wisdom, let him ask God, who gives generously to all without reproach, and it will be given him.*

*A leader is one who knows the way, goes the way and shows the way. —John Maxwell*

**• Critical of others:** If you are constantly being negative or your team members of others, this will break down relationships.

**• Lack of training:** This has to be one of the biggest reasons why singles ministry fails. Maybe you have not been adequately trained or know how to teach others. Before you start a ministry, be sure to get some training by taking a class/webinar, reading a book by someone like John Maxwell, getting mentored, etc. Also, serving on another person’s team teaches as much as possible so you can, in turn, teach what you have learned.

**• Allow unhealthy people to dominate the ministry:** There will be unhealthy people in all ministries. Jesus says the poor will always be with us. You can’t allow unhealthy, unwillingness to grow or change singles to dominate your ministry. If you don’t continue to grow folks to be healthy adults, the unhealthy will take over. Eventually, your ministry will stagnate and not grow.

**• Not teachable:** Being teachable has to start with you as a leader. If you can’t see your failures, your own mistakes, and admit them, then how can you lead others?

**OK, now you know what makes up a good leader and where leaders often fail.** You have experience being on a team, have moved up the ladder to lead, or you feel led to start your ministry; now what? Be sure to download “How to Start a Ministry” off our website, where you will learn the basics of how to start and the three essential things needed for success, one of which is leadership.

Note: The enemy will hate that you are building ministry. Remember John 10:10 The thief comes only to steal and kill and destroy. I came that they may have life and have it abundantly. Be aware and prepared for these attacks

**BUILDING: THE TEAM**

*He who descended is the very one who ascended higher than all the heavens, in order to fill the whole universe. It was he who gave some to be apostles, some to be prophets, some to be evangelists, and some to be pastors and teachers, to prepare God's people for works of service so that the body of Christ may be built up until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ. Ephesians 4:10-13*

**So, you are called to lead, but now you need to build your team; what is the next step?**

**Who should be on my team?**

**1.**   **People who are F.A.T.**

**• Faithful/maturing adults who know who they are in Christ.** Your leaders must be consistent in their church attendance, Sunday school, or small group. You see their desire to grow in the Lord. You have spent time with them and see a consistent walk with God.

**• Available adults.** They need to have time to be on your team, including doing what is expected of them on the team. If they are already serving in other areas of the church, they may not have enough time to be on your team. They will need to either step down from another serving place or help you as a volunteer until later.

**• Teachable adults.** To have a healthy team, you have to have teachable individuals. They must be willing to take direction, accept criticism, and make changes. They need to handle differences in the team, resolve conflict, and work toward unity.

**2**. **People who like to invest in others serve others.** If you find leaders who are FAT but lack the heart to serve, you have a problem. It’s not about them; it’s about Jesus and reaching others for Christ.  John 13:1-38, the washing of the disciple's feet by Jesus.

**3. Those who have passion/vision.**Leaders need to understand the ministry's mission and have a passion for sharing it with others. They need to know why God has called them to lead and serve in a singles ministry.

**4**. **People in a variety of life stages and ones with various backgrounds.** Your team needs to include who you ultimately want to reach for the Lord. Note: If you are a team of divorced women, that is what you will reach. If you are a team of 60-somethings, you will reach other 60-somethings. Again, if you are a ministry of 20-somethings married with young kids, that will be your audience.

Please note regarding singles ministries: Rarely do singles ministries have singles from 18 to 80 in them. Most singles ministries are either 20-somethings, 30-40 somethings, and 50-plus. But even in those age spans, you need a team with various backgrounds to reach singles with various backgrounds.

**Unity is critical:**

When I come into a new situation where I need to develop a team, I seem to get all kinds of adults—some that are available, some that are mature, and some that will do anything for me. Not everyone you work with may have all the qualities you are looking for. Some adults may need training and guidance.

However, if your team has members that never seem available, are still falling into various sins, and never seem to be wrong or apologetic, then your team will not be a team. I am not saying that people need to be perfect, but there needs to be a mindset of togetherness toward the same goal and a time to acknowledge their gifts and how these can be used toward that goal.

*Behold, it is good and pleasant for brethren to dwell together in unity! Psalm 133*

***Remember, as their leader, you do not recruit people to fill your dreams but rather invest in individuals to whom God has given their dreams.***

**How do I find my team members?**

**START BY:**

**• Praying for God to bring people to you and you to them.**

**• Create a survey** to give out at your church to who you focus on. This could be to folks in an existing ministry, Sunday school, or small group. You can also use an app such as survey monkey. Some churches might host a lunch after church in which they give out a survey. Depending on your goals, you would have questions about when they got saved if they have taught or served in leadership, and how they would like to help with the new ministry.

**• Go through your church database** to find who your focus group is; start to identify and qualify them. Who would make a great leader or volunteer? Then contact them.

**• Ask other members of your church** who they know meet the qualities of the team member you are looking for. For singles ministry, consider using married adults with a heart for singles (whether temporary or long-term.)

**• Make an announcement** or send out an email/social media.

**• If you already have the core leadership team,** split up responsibilities and make it everyone’s job to build their teams.

Note: Looking for and building leaders never stop.

**ONCE YOU FIND THEM:**

**• Set a time** to meet with them to get to know them and share your vision. I would start with those who filled out your survey who appear healthy, have some experience in leadership, and want to serve. You can have them share more of their story, their background, and what they are expecting regarding the startup ministry.

**• Give them a job description** that includes what is expected of them. Be sure to go through the description with them so they can understand. Note: You can break-up up job responsibilities among more than one leader. Just make sure everyone knows their area. There are free job descriptions at [www.TheSinglesNetwork.org](http://www.thesinglesnetwork.org/) and [www.KrisSwiatochoMinistries.org](http://www.KrisSwiatochoMinistries.org) websites. You may also want them to edit their job description so there is ownership. This is especially good for new ministries.

**• Ask for a short commitment at the start,**maybe six months.

**• Pray with them.**

**• Encourage them prayer**about being on the team and if they are willing to take on the responsibilities.

**• Set up a time to follow up** with them to discuss their involvement.

**NEXT:**

• Build a relationship with your team members. These individuals will be running the ministry, so the more you know about each other, the better. This might mean you meet weekly with each member or call them on the phone, text at first, etc. You can adjust how much time you meet with them as time goes on.

• Continue to be an example of what you expect from them. This team will learn from your guidance and direction as God leads you. Remember, if you want folks to be on time, committed, and supportive, you also need to be.

• Create a contract: Some churches will ask you to fill out a contract or sign your job description to reflect your commitment to the ministry to ensure you have prayed about your decision.

• Set up team meetings to pray together, conduct leadership training, and discuss ministry business and fellowship. Note: You can also do this on zoom.

*Therefore, encourage one another and build each other up, just as you are doing. 2 Thess 4:11*

**Work together as a team.**

**• Communication is important.**

* + They need to know their job and what is expected of them.
	+ They need to have access to you and each other.
	+ They need to be given information from meetings/events (that they have missed).
	+ They need to give input on the direction of the ministry.

**• Discipleship is critical.**

* + Personal growth is essential, and your team’s development and, eventually, others are also.
	+ Have opportunities to develop leadership skills: one-on-one, online, and in-person seminars, retreats, conferences, and books.
	+ Bring in speakers/trainers.

**• Delegate work to help build the ministry** (Read Exodus 18:13-26).

**• Encourage and support each other...**nip gossip in the bud.

**• Plan and strategize**

**• Be sure everyone is on the same page** in what you believe biblically and with the direction of the church.

**• Evaluate often;** things will change. Be flexible enough to allow this change too.

**• Have the plan to deal with problems and conflict.**

**What about when the team quits, fails, or doesn’t get the work done?**

**Questions to ask as their leader:**

1. Have I clearly defined the job?

2. Is the task appropriate for the team member?

3. Does the team leader have someone to help them with the job?

4. Does the team member have the tools they need to get the job done?

5. Are there things in their life limiting them from getting the job done?

6. Have I or someone else spent time with this team member?

**Additional Ideas/Resources for Leaders:**

**• Get your team members to read as a part of your weekly/monthly meetings.** There are several excellent books on leadership on our website.

Note: For singles ministry, a new study is [Intentional Relationships for Singles](https://www.intentionalrelationshipsolutions.org/). It’s a 12-week Bible study focused on getting healthy in our relationships. This is an excellent study that can build a singles ministry as you grow in the study.

**• Have a leadership retreat/or go to one for team building.** **The value of a retreat:**

* + Develops closer relationships, so you learn from each other.
	+ Great way to train your leaders.
	+ You can re-evaluate where you have been, are going, your future, etc.
	+ You can take a Spiritual gifts or personality test and go over it.
	+ Great time to pray for each other and the ministry.

**• Have your leaders wear nametags.** This is a great way to bring visibility to the ministry to those inside and outside the ministry/church.

**• Thank your team members/leaders** with a free dinner, a certificate, or acknowledgment before the church or another gathering.

**• Continue to let your church staff know your needs,** how you are growing etc., so they can be involved.

**• Keep track of your singles and where they go.** If you ever need to give an account of your ministry, you can share how your singles went on to lead this or that ministry, became a missionary, got married, etc.

**• Get your team/individuals involved in the whole church.** Remember, all ministry, including singles, is just a gateway to the church. It is not the end.

***If I want one year of prosperity, plant some grain.***

***If you want ten years of prosperity, grow a tree.***

***If you want 100 years of prosperity, grow people.***

Bring Kris to your city to speak in person or by zoom at your next event. Call her at 919.434.3611.

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