



**TWIN  
OAKS**  
PRESBYTERIAN  
CHURCH

# **STRATEGIC PLAN**

**2009-2014**

**Version 1.0**

**January 8, 2009**

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## Revision History

<b>Version</b>	<b>Date</b>	<b>Description</b>
1.0	January 8, 2008	Baseline

## **Overview**

This is an overview or the five year strategic plan for Twin Oaks Presbyterian Church. The overview covers our mission statement, vision statement, critical focus areas, commitments, and core values. Beyond the overview are ministry areas which have detailed goals, objectives, and action steps for the next five years. Please note that this is a living document which will be changed, updated and modified as required.

## **Mission Statement**

The mission of Twin Oaks Presbyterian Church is to glorify the triune God in a community of love by:

- Enjoying him as he offers himself to us in the Gospel of his grace
- Proclaiming and living the Word of God locally and globally
- Making worshiping, maturing disciples of Jesus Christ
- Transforming culture and stewarding creation

## **Vision Statement**

The vision of Twin Oaks Presbyterian Church is to be a Gospel driven community of love and unity that mirrors the relationships within the Trinity, encouraging many to believe in Christ, thrive in his church and change the world.

## **Vision Statement Explanation**

Because of Jesus' prayer in John 17, we believe that healthy relationships with one another in the church will produce a wholesome community for spiritual and personal maturity which God will use to draw the lost, near and far, to receive him as Savior and Lord. They will then thrive in this community of love and unity in such a way that a transforming impact will take place in the whole fabric of the surrounding neighborhood and region that will advance the Kingdom of God even to the ends of the earth.

## **Critical Focus Areas**

1. Prayer
2. FLOCKS
3. Leadership Training
4. Mentoring
5. Sabbath Rhythm
6. Healthy Relationships
7. Family Atmosphere
8. Relational Evangelism

## **Critical Focus Area Explanations**

1. Corporate Prayer becomes a value so that prayer meetings attract significant participation.
2. More than 70% of our congregation is in FLOCKS (or equivalences) which are relationally rich communities.
3. FLOCKS leadership are trained to model and shape communities rooted in growing intimacy with God and deep sharing and caring for one another.
4. Men's, women's, youth and children's ministries emphasize one on one or one on two mentoring relationships that encourage and mold Christian lives possessing relational depth and health with God and others.
5. Escape the "Frenzy Factor" in the culture around us and even in church life in the past, and demonstrate a better "Sabbath Rhythm" of life that leaves some room for the spiritual contemplation and depth of relating necessary for this kind of community. Promote simpler personal and church life.
6. Apply Matthew 18 rigorously in our relationships with one another. We love well by conflicting healthily with a passion for true reconciliation.
7. Emphasize to our staff, officers and congregants that our church is a FAMILY more than it is an organization, business or a society with goals and purposes. Therefore, relationships trump processes, goals, styles, timetables and even vision. All we have to offer the world is our relationship with God which must be reflected in our relationships with one another. The Great Commission (Matthew 28:18-20) will be carried out through us to the degree that the Great Commandment (love for God and one another) characterizes us.
8. Develop a clear understanding in TOPC that though the CONTENT of our witness is the Gospel, the primary CONTEXT of that witness will be relationships.

## **Commitments**

1. We are committed to obedience to, and intimate worship of, the triune God both publicly and privately.
2. We are committed to living as a Christ-like community of caring, loving and shepherding relationships.
3. We are committed to local and global missional outreach through Word and deed.
4. We are committed to grow in our spiritual and emotional health in Christ.
5. We are committed to believing and living authentic Christianity as set forth in the scriptures and best summarized in the Westminster Standards.

## **Core Values**

1. We value the inspired scriptures of the Old and New Testaments as our only CANON of infallible authority.

We believe the Bible is the written Word of God which reveals God's mighty acts in the unfolding of redemptive history within two testaments but displaying a single plan of salvation in the covenant of grace. The Bible is inspired by the Holy Spirit, is without error in the original manuscripts, and is infallible and authoritative in all matters of faith and practice. We believe that as God's people hear, study and apply the Word of God by the illumination of the Holy Spirit, they are equipped for every good work to serve in His world. Christ-centered instruction in the Word of God must take place in the home, the school and the church. Through various ministries of education we will instill a Christian "World-and-Life" view in which our people will learn to interpret and respond to every experience and sphere of life by accurately understanding and applying the Bible. In this way, we will better serve as agents of Christ's redemption in the world, as well as grow personally in the faith. Twin Oaks Christian School represents one way in which we strive to advance our commitments to provide spiritual oversight and material resources for discipling our covenant community.

2. We value the Westminster Standards as our guiding CONFESSION.

As a confessional church, we value biblical doctrine as recovered in the Protestant Reformation, and view the Westminster Confession of Faith as an accurate interpretation of certain significant doctrines taught in the Bible. All pastors, church officers and certain ministry leaders at TOPC must declare their agreement with this constitutional confession. We value the confession as a reliable guide in understanding the Bible, and therefore accept it as an important doctrinal standard subordinate to the scriptures.

3. We value corporate and private worship as our highest CALLING.

Therefore, I urge you, brothers, in view of God's mercy, to offer your bodies as living sacrifices, holy and pleasing to God – this is your spiritual act of worship.  
Rom. 12:1

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Worship of our triune God is our highest calling, and He alone is worthy of our worship. It is our grateful and reverent response to who God is and what He has done for us. Everything we do, ought to be an act of worship, and it is the one thing we know will continue for eternity. We seek to enhance worship within our own hearts, as well as with those in our community, nation and world. Therefore, we endeavor to be involved in God's mission to this world by offering our bodies as living sacrifices as we seek to find and draw new worshippers to worship God from every tribe, language, people and nation.

Our corporate worship gatherings are Christ-centered and governed by the regulative principle of worship. This principle means that we only do in worship that which God Himself commands in His word. The order of worship is simple, spiritual, and reverent, involving the congregation as active participants utilizing elements that are true to the Reformed faith and adapted to our context.

We equip individuals and families for private and family worship. We seek to nurture Christians to live as faithful members of the Covenant of Grace so that worship is not simply a religious activity but a sincere response of a redeemed heart resulting in a rich tapestry of emotional tone and tempo in our worship. We promote a worshipping community marked by interpersonal honesty, vulnerability, reality and integrity in our worship of God.

#### 4. We value prayer as our CRITICAL work.

Jesus said, "My Father's house must be a house of prayer." Mt. 21:13

As Jesus modeled for us the importance of prayer in His relationship with His Father, so we too are committed to living a life of unceasing prayer in our relationship with the Father. Prayer must fill our lives individually and be a continual activity of our lives corporately for our relationship with the Father to grow and strengthen. Along with this, we are committed to growing in prayer with and for one another as we are in relationship with each other. We consciously and conscientiously depend upon the Holy Spirit who prays for us, in us, and through us lest our efforts to serve the Lord be of no avail.

#### 5. We value the Grace of God in the Gospel as the CAUSE of both our salvation and sanctification.

For it is by grace you have been saved, through faith – and this not from yourselves, it is the gift of God – not by works, so that no can boast. For we are God's workmanship, created in Christ Jesus to do good works, which God prepared in advance for us to do. Eph. 2:8-10

As recipients and beneficiaries of God's grace, we grow in Christ with respect to our salvation and increasingly respond with grace toward one another. Divine grace permeates our beings as we relate to God (upreach) and as we relate to one another (inreach and outreach). We desire that those outside of TOPC would conclude "how they love one another!" when they observe or become a part of this church. Motivation for service flows from our increasing understanding of God's unconditional love for us demonstrated in the Gospel, accomplished through the merits of Christ's saving work and applied by the Holy Spirit. Therefore, we recognize that there is nothing we can do to increase or decrease God's affections toward us. His love, affections and

the very manner in which He views us is firmly and forever grounded in what He declares to be true of His sheep: they are holy, blameless, loved and have an immovable and eternal standing in grace before Him.

6. We value biblical community as the CONTEXT in which people grow spiritually.

As worshippers of the triune God who exists and acts as one being in a community of three persons – Father, Son and Holy Spirit – we desire our community to reflect the being and action of our relational God seeking first His kingdom and His righteousness. Therefore, we endeavor to be a community where relationships have more value than processes, goals, styles, timetables and even vision. Loving relationships are the context in which the content of the Gospel is understood and put into practice. As in all relationships, pain, weakness and conflict are not to be avoided but embraced as stepping stones to greater spiritual maturity and unity. Sinners, strangers and searchers of all ethnicities and life situations are sought and invited into our community to experience the irresistible love of God displayed in restored relationships.

7. We value outreach here and abroad as our COMMISSION from Christ.

Then Jesus came to them and said, “All authority in heaven and on earth has been given to me. Therefore go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.” Mt. 28: 18-20

We believe that God’s purpose is the gathering of His people to Himself and into His church from every nation. As an “outreach community” we desire above all else to bring praise and worship to the triune God by making disciples among all people, tribes, tongues and nations. We endeavor to serve our community, nation and world from hearts moved by the love of Christ and the convictions of our God-centered reformed and covenantal theology. We seek to communicate and demonstrate Christ’s love through the Holy Scriptures, by deeds of kindness and declarations of the Gospel showing forth the sacrificial love and forgiveness of our living Lord and Savior.

## Children's Ministry

### **Goal:**

To provide opportunities for each child to trust Christ alone for salvation, to be nurtured in their relationship with Christ, to make Christ preeminent in their lives, and to assist and support parents in the task of raising and discipling covenant children.

### **Objectives**

1. Assist children in knowing, loving, and obeying God's Word so they grow in RELATIONSHIP to their Savior.

#### **Action Steps:**

- a. Develop better follow up procedures when a child comes to faith (2009).
  - b. Further develop a Bible memory and catechism program (2011).
  - c. Better tool the children's membership class to take advantage of all the ages involved in the class (2009-2013).
2. Nurture children and families through BIBLE BASED INSTRUCTION and SERVICE OPPORTUNITIES/MISSION TRAINING so they can be effective workers for God's Kingdom.

#### **Action Steps:**

- a. Integrate one service night for our Wednesday night services and add an additional night every two years (2011).
  - b. Work with our USA Mission Committee to begin a family mission trip in the USA within the next three years (2013).
3. Create a sense of belonging within the church as children and families develop relationships through FELLOWSHIP.

#### **Action Step:**

Promote two family friendly outings during the summer that cover all ages within our children's ministries (2010).

4. Equip children and families to witness to others for Christ through EVANGELISM and OUTREACH.

#### **Action Steps:**

- a. Promote and provide one night per year to help families reach out into their neighborhoods with the good news of the gospel (2010).
  - b. Retool our Summer Bible Camp to better reach into our surrounding community (2009).
5. Equip and assist parents in discipling their children through PARENTING MINISTRIES in the training and instruction of the Lord.

**Action Steps:**

- a. Establish, in conjunction with other ministry leaders within the church, a parenting institute that seeks to address parenting matters (2013).
  - b. Develop a survey to be distributed to various families asking them what they are looking for a children's ministry that our church is not providing (2011).
  - c. Provide fellowship opportunities in conjunction with other ministry leaders in the church so that TOPC parents can intentionally connect with other parents to share in the struggles and triumphs of parenting (2010).
6. Equip and motivate adults to effectively DISCIPLE and minister to children and their unique needs.

**Action Steps:**

- a. Host one teacher equipping event per year in conjunction with Twin Oaks Christian School (2010) .
  - b. Further develop our newsletter to connect our volunteers and parents who minister to our covenant children (2009).
  - c. Better utilize our website to allow parents and visitors to know of the equipping opportunities at TOPC (2013).
7. Nurture children and families in how to glorify God through WORSHIP.

**Action Steps:**

- a. Develop three new worship guides per year to better train children how to participate in the worship services.
- b. Develop children's worship tote bags to help parents who chose not to have their children participate in Nursery or Children's church to direct their children in God honoring worship (2009).

## **World Missions Ministry**

(Reviewed & Updated Annually by the World Missions Committee)

### **Goal #1:**

World Missions Committee to become more active in its own ministry

#### **Objectives:**

1. Establish that the Director/Pastor of World Missions, his Administrative Assistant or designee will visit each TOPC member missionary unit.

#### **Action Steps:**

- a. The Director/Pastor of World Missions, his Administrative Assistant (for the purpose of visiting single women or missionary wives) or his designee will make a pastoral visit to each TOPC member missionary to the field of their service at a minimum of once every 4 years. This action step was implemented on October 1, 2008.
  - b. The purpose of the pastoral visit is not for specific ministry opportunities, although such opportunities are acceptable if mutually decided upon by the home base and the field in advance, but for the purpose of visiting the missionary on their "home turf," seeing the various aspects of their ministry and sharing in a time of fellowship with the missionary and family, generally for no more than 3 days and 4 nights. This action step was implemented on October 1, 2008.
  - c. The Director/Pastor of World Missions, or his appointee, will attempt to take an appropriate member of the World Missions Committee, Ministry Staff, General Staff or Congregation with him on such pastoral visits for the purpose of sharing and expanding the vision of the Great Commission mandate with Twin Oaks Church. This action step was implemented on October 1, 2008.
2. Committee members to individually take ownership of specific foreign ministries.

#### **Action Steps:**

- a. Each committee member will be assigned a Twin Oaks member missionary and will become intimately involved with that missionary through various means of communications, learning as much as he/she can about the missionary's ministry, the country wherein the missionary serves, including, but not limited to, its politics, history, primary religion and geography, the missionary's family and their team, and regularly praying for the missionary and his/her ministry and other specific needs. This action step to be implemented by September 1, 2009.
- b. Each committee member will be assigned up to 3 Twin Oaks supported missionaries (non-TOPC member missionaries), with an intentional attempt to assign such missionaries in the geographical region as their assigned TOPC member missionary, and will become as learned about that missionary as they can, regularly praying and communicating with the missionary and his/her family, their ministry and the country in which they are serving. This action step to be implemented by September 1, 2009.

- c. Committee members will become the primary advocate of their assigned missionaries for reports and questions. This action to be implemented by September 1, 2009.
  - d. Committee members will, as schedule and time allows, periodically visit their assigned missionaries on the field as part of a missions' team or, at the bequest of the Director/Pastor of World Missions, for a pastoral call. This action step to be implemented by September 1, 2009.
3. Committee members will participate on a short-term mission trip as a leader or as a general participant at least once every four years.

**Action Steps:**

- a. Each member of the Committee will be strongly encouraged to take at least one vision or short-term missions' trip once every four years. This action step to be implemented by April 1, 2009.
  - b. The Committee member will be encouraged to intentionally seek to visit the country/ministry of their assigned focus as funds and schedule will allow. This action step to be implemented by September 1, 2009
  - c. Committee members, upon return from their vision or short-term trip, will give a de-brief (report) to the Committee of their experience. This action step to be implemented by October 1, 2008.
4. Committee members will actively and intentionally participate in all committee functions. The action steps of this objective are to be implemented immediately.

**Action Steps:**

- a. Regular attendance at all monthly World Missions Committee meetings.
- b. Help to hand out the monthly Missions Monitor.
- c. Attend and participate in all "Commissioning Services."
- d. Attend receptions for departing missionaries.
- e. Attend all Joint Sunday School World Missions programs.
- f. Attend and regularly participate in assigned sub-committees.
- g. Supporting the annual World Missions Conference program by accepting a support role in one of the necessary hosting functions and by participating in all conference activities and events including, but not limited to, those specifically hosted by the World Missions Committee such as the Pot Luck Reception and Committee Evening with the Missionaries.

**Goal #2:**

Establish specific areas of focus for world missions' ministry and service.

**Objectives:**

1. Establish a priority of ministry focus for the Committee and Congregation (Geographical and Ministry Emphasis).

**Action Steps:**

- a. Establish that our top areas of focus for the larger use and expenditure of our resources be the countries of Northern Mexico, India/Pakistan and Theological Studies (Ministries and agencies such as, but not limited to, 3<sup>rd</sup> Millennium and MINTS.) This action step to be implemented by January 1, 2009.
  - b. Establish that our secondary areas of focus, for a lesser use and expenditure of our resources, be the Hinterlands (Peru/Ecuador), Bulgaria, Armonia and South Africa. This action step to be implanted by January 1, 2009.
  - c. Establish that all other TOPC world missions supported ministries and agencies not included in (a) and (b) above, will receive regular monthly prayer and financial support and the benefit of other TOPC resources on a need basis as approved by the Committee. This action step to be implemented by January 1, 2009.
2. Intentionally seek “field driven” ministry opportunities in the top two areas of ministry focus to support with our available resources.

**Action Steps:**

- a. Contact all ministries in the top two priority focus areas to determine genuine needs that the TOPC Committee and Congregation may consider meeting with finances or other resources. This action step is to be implemented by January 1, 2009.
- b. Organize general short-term mission teams to go, as needed and/or requested, into the priority focus areas for ministry. This action step to be implemented by January 1, 2009.
- c. Organize specialized missions teams to go, as needed and/or requested, into the priority focus areas for ministry. This action step to be implanted by January 1, 2009.

**Goal #3:**

Re-energize and engage the TOPC congregation in world missions.

**Objectives:**

1. Meet on a periodic, but regular basis, with the Senior Pastor.

**Action Steps:**

- a. Establish a regular date on the calendar for a bi-monthly meeting with the Senior Pastor. This action step is to be implanted by January 1, 2009.
- b. Use the bi-monthly meeting with the Senior Pastor to engage him and inform him of issues affecting the TOPC missions ministry, including but not limited to, an update on our TOPC member missionaries and the ministry/travel plans of the Director of World Missions, the Administrative Assistant and other members of the Committee/Staff/Congregation on behalf of the TOPC World Missions Ministry. This action step to be implemented by January 1, 2009.

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- c. Meet and confer with the Senior Pastor in November of each year to establish an annual or bi-annual missions trip for the Senior Pastor. This action step to be implemented by January 1, 2009.

### 2. Meet with the Session.

#### **Action Steps:**

- a. At least once a year re-state to the Session members that they have an open fully paid invitation from the World Missions Committee to take a vision or short-term trip at least every 6 years. This action step to be implemented by April 1, 2009.
- b. At the annual April Session meeting (meeting wherein the new budget is approved), provide a “State of the Union” update to the Session. This action step to be implemented effective with the April 2009 Session meeting.
- c. During periodic visits with the Session, ask them for input or suggestions on anything that they believe might enhance the ministry. This action step to be implemented immediately.

### 3. Meet with the Deacon Committee.

#### **Action Steps:**

- a. Request an annual visit with the Diaconate during the month of November and inform them that they have an open invitation from the World Missions Committee to take a fully paid vision or short-term mission trip, based on available scholarship money, once every 6 years. This action step to be implemented by April 1, 2009.
- b. During the annual November meeting with the Deacons, keep them informed on the “State of the Union” of the ministry. This action step to be implemented by April 1, 2009.
- c. During the annual November meeting with the Deacons, ask them for input or suggestions on anything that they believe might enhance the ministry. This action step to be implemented by April 1, 2009.

### 4. Meet with congregants on every occasion, jointly or individually, that an opportunity avails itself.

#### **Action Steps:**

- a. The Director of World Missions, or his appointee, to attend all Honored Guest Luncheons. This action step to be implemented by January 1, 2009.
- b. The Director of World Missions will seek opportunities for himself, or an appointee, to meet with any Sunday School class, established church ministry, the Twin Oaks Christian School and with individuals that would like to know more about the World Missions Ministry. This action step to be implemented by October 1, 2008.

### 5. Recruit key men from the congregation to take a vision trip.

**Action Steps:**

- a. Periodically invite key men from within the congregation, leadership qualities preferred, to take a fully paid vision trip, accompanying the Director of World Missions or his appointee. This action step to be implemented by October 1, 2008.
  - b. Men recruited for such vision trips as noted in (a) above will be encouraged to go with no strings attached. However, it will be made clear to the man being recruited that the purpose of our invitation is to expose him to World Missions, hopefully to be impacted with what he sees and experiences, will share this positive experience with other men and consider leading a short-term mission team in the future. This action step was implemented by October 1, 2008.
6. Recruit key members of the TOPC congregation to participate on the World Missions Committee.

**Action Steps:**

- a. Ask the World Missions Committee for new Committee member recommendations. This action step to be implemented by January 1, 2009.
  - b. Talk with key ministry leaders of the church and ask for recommendations of men and women from the ages of 21 and upward that they believe may have qualities conducive for work on the World Missions Committee. Those that are recommended must be mature, missions-minded, and able to work in the give-and-take of a committee environment and work with confidential information. This action step to be implanted by January 1, 2009.
  - c. Keep the number of participants on the World Missions Committee at no greater than 15. This action step has already been implemented as a policy guideline.
7. Recruit key men and women from the congregation to serve on sub-committees.

**Action Steps:**

- a. Appoint sub-committees that will be lead by members of the World Missions Committee for specific tasks, such as but not limited to, the development of new events and ideas for the World Missions Conference, development of ways to keep our congregation informed on World Missions and our missionaries, etc. This action step to be implemented by September 1, 2009.
  - b. Sub-committee leaders will pursue members from the congregation to help do the work of their respective committee. This action step to be implemented by September 1, 2009.
8. Develop ways to keep the congregation “educated” about the World Missions Ministry and the missionaries that TOPC supports.

**Action Steps:**

- a. Appoint a sub-committee leader from the Committee to pursue this issue. This action step to be implemented by April 1, 2009.
- b. The sub-committee will file a report back with the Committee of their findings by the June 2009 regular WMC meeting.

9. Develop ways for the congregation to develop a personal relationship with TOPC missionaries.

**Action Steps:**

- a. Appoint a sub-committee leader from the Committee to pursue this issue. This action step to be implemented by September 1, 2009.
- b. The sub-committee will file a report back with the Committee of their findings by the September 2009 regular WMC meeting.
- c. Continue to monitor our FLOCKS relationship with our missionaries, especially our TOPC member missionaries. This action step has already been implemented as policy.
- d. Intentionally seek FLOCKS, individuals and families within the congregation to adopt a missionary or missionary family. This work to be accomplished by the Committee's FLOCKS Liaison and he/she will attempt to teach and/or provide information on how to effectively give care for them. This action step has already been implemented as policy.
- e. Press home the importance of regular prayer for our missionaries by means of the Missions Monitor, congregational speaking opportunities and thru willing FLOCKS. This action step to be implemented by January 1, 2009.

10. Develop various methods of communicating "World Missions" to the congregation.

**Action Steps:**

- a. Meet with the Senior Pastor to discuss having the Director/Pastor of World Missions to give a periodic "State of the Union" address to the congregation. This action step to be implemented by January 1, 2009.
- b. Seek approval from the Session for the ability to raise funds to install an electronic video display to replace the current Missions Window at the top of the Grand Staircase and have in place in 3-years. This action step to be implemented by January 1, 2010.
- c. Seek a better way of displaying the Missions Monitor at all of our entrances than the current plastic display holders. This action step to be implemented by January 1, 2010.

**Goal #4:**

Increase the current Faith Promise budget

**Objectives:**

1. Increase the current Faith Promise Budget in 5-years to be no less than \$670,000.

**Action Steps:**

- a. Develop a sub-committee to investigate ways to increase our annual Faith Promise giving. This action step to be implemented by September 1, 2009.
- b. Begin immediately to seek praying partners to commit to make this objective a priority matter of prayer. This action step to be implemented by January 1, 2009.

- c. Begin immediately to inform the Session and congregation of our financial goals and inform them of its importance. This action step to be implemented by April 1, 2008.
  - d. Initiate within the WMC the need and commitment to prayer for our 2009/2010 budget and Faith Promise pledge drive. This action step to take effect at the November 3, 2008 regular World Missions Committee meeting.
  - e. Pray that God will provide the following minimum new Faith Promise giving units per year, giving an average of \$3,000 per family to establish our goal::
    - i. 2009/2010: \$400,000 (10 new giving units)
    - ii. 2010/2011: \$445,000 (15 new giving units)
    - iii. 2011/2012: \$505,000 (20 new giving units)
    - iv. 2012/2013: \$580,000 (25 new giving units)
    - v. 2013/2014: \$670,000 (30 new giving units)
  - f. This action step to be implemented first with the WMC at the November 3, 2008 WMC meeting and with the Session and TOPC Congregation by April 1, 2009.
2. The World Missions' Staff pay and benefits package no longer come from the annual Faith Promise Budget.

**Action Step:**

Meet with the Session and seek to remove incrementally the salaries/benefits of the Director/Pastor of World Missions and the Administrative Assistant from the Faith Promise budget over a 5 year period and move to the General Fund Budget. The action step to be implemented by April 1, 2009.

**Goal #5:**

Develop a "Short-Term Team Leaders Training Program."

**Objective:**

1. Develop a "Short-Term Team Leaders' Training Program."

**Action Steps:**

- a. Develop a training program that will help to maintain consistency in information and leadership requirements for all short-term missions' team leaders. This action step to be implemented by May 1, 2009.
- b. Offer the Short-term Team Training Program to all prospective leaders of short-term mission trips each November. This action step to be implemented by May 1, 2009.
- c. Require that all short-term missions' team leaders avail themselves of the Short-Term Missions' Leadership Training Program. This action step to be implemented by May 1, 2009.
- d. Train key WMC members so that they may be able to present the Short-Term Missions' Leadership Training Program as directed by the Director/Pastor of World Missions. This Action step to be implemented by September 1, 2009.

## **Business Office**

### **Goal #1:**

Ensure that TOPC has the financial resources to complete the mission we are called to fulfill.

#### **Objectives:**

1. See that a majority of worshippers receive the blessing of tithing.
2. Strengthen internal controls and processes.
3. Increase financial transparency so as to increase trust.
4. Begin a more active approach to the investment of reserve funds.

#### **Action Steps:**

- a. Continue to partner with Crown Ministries – 10 week study, host 1 day seminar at least once a year, train Money Map Coaches.
- b. Explore how to bring stewardship training to both youth and young adults by 2011.
- c. Encourage teaching on stewardship throughout the year – not just November – as well as emphasizing simpler living.
- d. Implement zero-based budgeting beginning fiscal year 2009 that requires a well thought out plan.
- e. Have requests for non-budgeted items be properly vetted through all appropriate committees. All parties are aware of the process.
- f. Initiate more detailed financial reporting to congregation. For example Quarterly reporting beginning in 2009.
- g. Initiate an Internal Audit Committee for both the help and oversight of the business office. Goal to have in place for fiscal year 2010.
- h. Develop an Investment Policy Statement and process to direct investing of reserve church funds by year end 2010.

### **Goal #2:**

Maintain the facilities we have been blessed with to glorify God and to serve the community.

#### **Objectives:**

1. Balance the use of our building with good stewardship.
2. Quantify on-going costs to maintain facility.
3. Instruct congregation on taking an ownership attitude versus tenant attitude towards facility.
4. Long-term goal of acquiring housing for those in life crisis.
5. Sponsor events that would appeal to our wider community.

#### **Action Steps:**

- a. Install security cameras to better monitor facility by 2011.
- b. Train staff in securing perimeter when leaving in evenings and better control over building on weekends. Reinstate security detail for Saturdays in 2009.

- c. Work with facilities committee on developing a long-term replacement schedule for entire facility by 2010.
- d. Adequately fund facilities reserves to meet estimated future obligations by 2013.
- e. Invest in graphic interface software to better regulate heating and cooling and increase conservation by year end 2011.
- f. Better train ministry leaders, officers and congregants in building set up, cleaning and maintenance. Ongoing.
- g. Obtain housing for those in life crisis by 2013.
- h. Strive for 2 events a year beginning in 2010 that would appeal to the Christian community at large and that would have an outreach focus.
- i. By 2012 convert our present road sign to an electronic one that would better communicate to the community programs and services we offer.

**Goal #3:**

Formalize personnel decisions and guidelines to ensure that we are honoring our human resources as well as our responsibility to church.

**Objectives:**

- 1. All employees are clear as to what is expected of them and how they are performing their tasks.
- 2. Employees are aware of church's history and goals and guidelines.
- 3. Staff has a greater interest and appreciation for their benefits.
- 4. There is measureable accountability for all staff.

**Action Steps:**

- a. Every employee has an accurate job description as well as an annual performance review. Work on establishing written job descriptions in 2009.
- b. Initiate Personnel Committee in 2009 to assist in staff review of jobs and pay/benefits.
- c. With the assistance of the personnel committee by year end 2009, write a new personnel policy and procedure manual that all staff receive and are expected to read.
- d. Strive for a cafeteria plan for benefits by 2010 that would cap expenses and give employees choices in the composition of their benefits.
- e. More formally monitor work and vacation time beginning immediately.

**Goal #4:**

Strive for more effective communication that will lead to better cohesiveness and sense of community with staff and congregation.

**Objectives:**

1. Better communication with staff and officers of the church.
2. Make the monthly newsletter a must read.
3. Increase effectiveness of all our printed materials.
4. Take steps to better connect the congregation with one another.
5. Have the church website be a resource that people want to visit.

**Action Steps:**

- a. Initiate weekly email memo to staff and officers that would inform of recent actions, decisions and events beginning in 2009.
- b. Have original articles and timely commentary on current events for the Leaflet. More information on ministries within the church. Changes could begin immediately.
- c. Strive for a dedicated desktop publisher position on staff by 2011 that would result in greater consistencies and efficiencies in all our publications.
- d. Develop a church vocational directory by year end 2010.
- e. Start a bulletin board for the congregation on the new website by 2011.
- f. Have a redesigned website sometime in 2010 that is more attractive, helpful and interactive.
- g. Have in-house training to more utilize ACS software for people management as needed.

## **Quarterlife Ministry**

*Quarterlife is a connectional ministry within Twin Oaks, tasked with connecting, discipling and enfolding young adults into the larger church community.*

### **Goal #1:**

Connect with young adults, perfecting especially the “initial contact” with visitors and inquirers.

#### **Objectives:**

1. “Touch” every young adult visitor (handshake, phone call or email).

#### **Action Steps:**

- a. Visit every service, when possible, on Sunday morning to greet beginning immediately.
- b. Call young adult visitors personally on Tuesday beginning immediately.

2. Update website, brochures and Facebook pages continuously.

#### **Action Steps:**

- a. Establish a weekly pattern of updating websites by January, 2009.
- b. Recruit 2-3 volunteers to help update pages by January, 2009.

3. Create and constantly update an adequate recording tool.

#### **Action Steps:**

- a. Get help building a database for information by May, 2009.
- b. Get help in weekly updating that database by May, 2009.
- c. Integrate the use of Twin Oaks’ own database by May, 2009.

4. Build a team of volunteers around “initial contacts.”

#### **Action Step:**

Recruit volunteers to greet and contact “initial contacts” by August, 2009.

### **Goal #2:**

Connect young adults in our church with each other.

#### **Objectives:**

1. Host a regional community building event once a year, increase to twice a year by 2010.

#### **Action Steps:**

- a. Coordinate with Mark Hawkins and other ministries to co-sponsor events that connect people within the church (ongoing).
- b. Research and secure a Spring event by September of the previous year.

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- c. Investigate and measure potential for summer trip by December of previous year.  
Ex. – backpacking, missions, retreats.
2. Host a church-wide community building event twice a year by 2010, establishing a regular pattern and names for the events.

### **Action Steps:**

- a. Research and secure a concert event for early Fall by preceding June.
  - b. Coordinate with Business Office and other ministries to market appropriately to church and community.
3. Program monthly creative social events.

### **Action Steps:**

- a. Publish calendar events in bulletins beginning immediately.
  - b. Make calendars available online and at the church beginning immediately.
  - c. Communicate the purpose of social events as community building beginning immediately.
4. Build a team of volunteers around connecting young adults

### **Action Steps:**

- a. Identify servants with connectional passion by Spring, 2009.
  - b. Encourage, Equip, Empower for ministry those identified by Spring, 2009.
  - c. Coordinate creative ideas for social events with team of servants by Spring, 2009.
5. Regularly teach and encourage non-programmed friendship building.

### **Action Steps:**

- a. Encourage off-the-cuff get-togethers beginning immediately.
  - b. Build friendships outside of the program beginning immediately.
  - c. Teach on friendship regularly beginning immediately.

## **Goal #3:**

Disciple young adults towards Christian maturity, especially in regard to Identity and Identity issues.

### **Objectives:**

1. Offer weekly teaching for young adults plus small groups

### **Action Steps:**

- a. Plan Sunday School curriculum entire semester beforehand beginning immediately.
  - b. Coordinate Sunday School and Small Group curriculum to contain in-depth bible study in one or the other beginning immediately.

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2. Achieve 80% small group attendance each year.

**Action Steps:**

- a. Teach and Talk about small group fellowship as a priority beginning immediately.
- b. Create safe small group environments to allow trust and learning beginning immediately.

3. Train group of 2-5 small group leaders each year.

**Action Steps:**

- a. Identify and recruit leaders by February of each year.
- b. Complete training by July each year.
- c. Assign leaders to groups by August each year, creating new groups where needed and where leaders are available.

4. Gather and/or produce resources on Identity and Identity issues, current issues and marriage and update them continuously.

**Action Steps:**

- a. Coordinate with church librarian to assemble some texts beginning immediately.
- b. Consult with Covenant Seminary professors for recommendations beginning immediately.
- c. Keep books and other resources on hand in my office beginning immediately.

5. Host topical seminar and/or training event once a semester (see above 2.A.b.)

**Action Steps:**

- a. Research and secure a Fall event by May (annually).
- b. Research and secure a Spring event by September of the previous year (annually).

6. Host or promote one mission trip per year.

**Action Step:**

Decide by December 1 whether to take a mission trip or not for the following summer (see above 2.A.c.)

7. Engage locally a monthly service opportunity inside or outside the church.

**Action Steps:**

- a. Publish Angel Food event monthly beginning immediately.
- b. Publish church-wide opportunities beginning immediately.
- c. Build a team of volunteers around service by Spring, 2009.
- d.

8. Create and execute a mentoring program that connects young adults to mentors within Twin Oaks.

**Action Steps:**

- a. Assess how Twin Oaks Seminary Intern Program can complement by September, 2009.
- b. Identify up to ten men and ten women who would mentor young adult couples or singles by September, 2009.
- c. Assemble resources: books, workbooks, bible studies and texts that would assist mentoring relationships by September, 2009.
- d. Market and connect mentors with young adults for an established time period (Ex. School year, one full year, two years) by September, 2009.

**Goal #4:**

Fold young adults into the larger church community.

**Objectives:**

1. Train leaders to lead Quarterlife small groups, eventually to lead FLOCKS.

**Action Steps:**

- a. Identify and recruit leaders by February of each year.
  - b. Complete training by July of each year.
  - c. Assign leaders to groups by August each year, creating new groups where needed and where leaders are available (see above 3.C.).
  - d.
2. Connect with ministry leaders regularly to ascertain needs.

**Action Steps:**

- a. Research an online bulletin board.
  - b. Publish my information and stay visible.
  - c. Print business cards.
  - d. Stay connected with ministry leaders through staff meetings.
    - i. Ask regularly about needs.
    - ii. Encourage young adults to walk in their gifts.
3. Host a well-known church-wide connectional event once a year to serve Twin Oaks and its neighbors.

**Action Step:**

Research and establish an event by 2010.

4. Promote intergenerational events regularly.

**Action Steps:**

- a. Athletic events (Ex. Kickball, Softball, Dodgeball)
- b. Women's Bible Study, Men's Fraternity and Bible Study, Float Trips.

## Collegelife Ministry

*Collegelife is a ministry within Twin Oaks tasked with connecting, discipling and serving college students.*

### **Goal #1:**

Connect with every member before high school graduation.

#### **Objectives and Action Steps:**

1. Work closely with the high school ministry to get names & phone numbers.
2. Visit high school clubs throughout the year to connect with seniors.
3. Participate in the bible gift for seniors every year.

### **Goal #2:**

Connect with every college-age visitor with an “initial touch.”

#### **Objectives:**

1. “Touch” every college age visitor (handshake, phone call or email).

#### **Action Steps:**

- a. Visit each service, when possible, on Sunday morning to greet.
- b. Establish a phone call pattern on Tuesdays.

2. Create and continuously update an adequate recording tool.

#### **Action Steps:**

- a. Get help building a database for information.
- b. Get help in weekly updating that database.

3. Build a team of volunteers around “initial contact.”

#### **Action Step:**

Recruit volunteers to greet and contact.

4. Update website, brochures and Facebook pages continuously.

#### **Action Steps:**

- a. Establish a weekly pattern of updating website.
- b. Recruit 2-3 volunteers to help update pages.

**Goal #3:**

Develop a discipleship plan for students who live in town during the school year.

**Objectives:**

1. Build program around regular pattern of Bible study.

**Action Steps:**

- a. Program bible study to meet weekly except holidays.
- b. Attend a minimum of 50%.
- c. Assign intern to regularly lead the study.

2. Connect with college students regularly.

**Action Steps:**

- a. Make contact once a week by email or phone.
- b. Program social events regularly.

**Goal #4:**

Develop a discipleship plan for students who are home for the summer.

**Objectives:**

1. Build program around a regular pattern of Bible study.

**Action Steps:**

- a. Program bible study to meet regularly through the summer.
- b. Attend a minimum of 50%.
- c. Recruit interns to work with college students.

2. Connect with college students regularly.

**Action Steps:**

- a. Make contact once a week.
- b. Program social events regularly.

## **Outreach & Discipleship Ministry**

### **Goal #1:**

Provide an environment for every member at Twin Oaks Presbyterian Church to be better equipped to articulate gospel truth in a relational, clear and non-compromising manner.

#### **Objectives:**

1. Have a multi-pronged environment for the equipping of the saints for the work of service in evangelism in “The Evangelism Institute.”

#### **Action Steps:**

- a. Teach Christianity/Bible Explained in adult Sunday School: January 2010, 2012 & 2014.
  - b. Teach Tactics in Defending the Faith in adult Sunday School: January 2009, 2011 & 2013.
  - c. Teach Way of the Master 2 out of every 3 semesters in adult Sunday School every year.
  - d. Publicize “Share Your Faith” Seminar through the Stortz Center.
2. Promote and Implement an Outreach emphasis month.

#### **Action Steps:**

- a. Prepare and challenge the congregation to reach out to FRANs (Friends, Relatives, Associates, Neighbors) through invitation to church (or other creative ideas).
  - b. Senior Pastor preaches 4 topical sermons during this month that will be of broad cultural and contemporary interest.
  - c. The timing is negotiable but possibly the 4 Sundays following Easter (generally early/mid April to early/mid May).
3. Conduct an annual Easter Sunrise Service.

#### **Action Steps:**

- a. Choose a public place off the TOPC campus.
- b. Enlist outreach oriented lay people.
- c. Do publicity.

### **Goal #2:**

**Make access to membership at TOPC efficient.**

#### **Objectives:**

1. Ensure a welcoming environment at church for new worshipers.

#### **Action Points:**

- a. Recruit and assign people who are skilled in meeting and greeting through personal invitation and recruitment of new members.

- b. Efficiently process fellowship pad sheets, SS visitor sheets, letter from the Senior Pastor, invitations to Honored Guest Luncheon and Inquirer's Class weekends.
- c. Conduct 3 Honored Guest Luncheons/year on the same day that new members are recognized in worship.
- d. Conduct 3 Inquirer's Classes/year in rhythm with the Honored Guest Luncheons.
- e. Bill Myers will give hands-on oversight and attention to ensure good record-keeping and accountability on follow-through with new member applications and interviews.
- f. Ask the session to assign an elder to Assimilation whose tasks would include: shepherding Inquirer's Class people and lots of hospitality.

### **Goal #3:**

Be a conduit of reversing the trend in our culture for marriages and families to fall apart by utilizing Pre-Marital and Marital discipleship.

#### **Objectives:**

1. Provide quality Pre-Marital Counseling for members.

#### **Action Steps:**

- a. Provide "Prepare to Last" once per year in the spring.
- b. Provide mentors to every member couple registered.

2. Provide Pre-Marital Counseling for non-members.

#### **Action Steps:**

- a. Provide "Prepare to Last" as outreach once per year in the spring.
- b. Offer mentors to every non-member couple registered.

3. Provide Marital Discipleship

#### **Action Steps:**

- a. Offer "Empowering Couples" class once per year in the fall.
- b. Recruit leader to organize a group to go to "A Weekend to Remember."

### **Goal #4:**

Provide a balanced Adult Sunday School environment which incorporates Old Testament, New Testament, Systematic & Practical Theology.

#### **Objectives:**

1. Mentor Seminary Intern.

#### **Action Step:**

- a. Develop long-term Sunday School curriculum.
- b. Allow for opportunities for Intern to teach.
- c. Have a Sunday School promotional Sunday at the beginning of each semester where teachers give a 15 second "commercial."

## Worship & Music Ministry

*NOTE: The Action Steps for the Music Goals (below) will be developed in summer '09. Worship Goals, Objectives & Action Steps will also be developed in summer '09.*

### **The Worship and Music Ministry seeks:**

- To provide services of worship that are Christ and Gospel-centered, true to the Reformed Faith, and relevant to the context and community of Twin Oaks.
- To train and equip people of all ages to be lead worshippers within their lives.
- To reflect the love of Christ within our relationships with one another.
- To share the Gospel through music in both word and deed locally, nationally and globally.

### **Goal #1**

Grow in our discipleship.

#### **Objectives:**

1. Provide spiritual nurture through devotionals.
2. Organize a devotional theme and plan for each year.
3. Have committed times of prayer for one another, missionaries and the church.
4. Share personal testimonies of salvation and sanctification.

### **Goal #2:**

Grow in our musicianship.

#### **Objectives:**

1. Provide musical nurture throughout rehearsal.
2. Develop a rehearsal curriculum that equips the singers or instrumentalists to grow musically.
3. Offer a Summer Music Reading Camp.
4. Organize a Worship Team roster and rehearsal schedule.
5. Provide a Music director Training Class.

**Goal #3:**

Grow in our relationships with one another.

**Objectives:**

1. Create a music ministry structure.
2. Utilize wise use of family time within rehearsal – prayer, testimonies, sharing, “getting to know you” times.
3. Rejoicing and mourning well with one another – birthdays, deaths, births, goodbyes, welcomes.
4. Focused, but relaxed rehearsals that allow for flexibility, laughter and community.
5. Offer a choir retreat.
6. Offer a music ministry picnic/swim.

**Goal #4:**

Grow in our witness.

**Objectives:**

1. Work alongside other musicians in leading worship and sharing the Gospel through music.
2. Come alongside of ministries outside the church to build the kingdom through the medium of music.
3. Create an action plan for the development of the Chamber Choir.
4. Find and implement ways to be involved musically in the surrounding area.

## **Ministry To Families With Youth**

Strategic Plan 2009

M. Jay Bennett (Pastor), Tim Adcock (Ruling Elder)

### **Foreword**

Given that the ministry to families with youth is in an extraordinary period of transition, Pastor Bennett having arrived only weeks ago and guiding principles having been formulated and approved by the session only months ago, what follows lacks the detail that would normally constitute a well-conceived strategic plan, particularly with respect to action plans. Our plan is, for the most part, to hold the course as we assess the status quo and develop guidelines for some modifications beginning in the 2010 school year with full implementation scheduled for the 2011 school year.

### **Introduction**

In the fall of 2007 the newly formed session of TOPC appointed a search committee of seven members to find a new youth pastor. In addition to the normal task of recruiting, screening, and selecting candidates, the committee was also commissioned by the session to assess the state of youth ministry in the PCA and, more particularly, TOPC. Our goal was to better define the TOPC youth ministry in order to know the requisite qualities of a pastor who might be well-suited for it. The result was a set of guiding principles for youth ministry approved by the session and the eventual call of M. Jay Bennett to the position now known as Pastor to Families with Youth.

### **Goals**

With the aforementioned process complete, the goals of the ministry to families with youth for the next twelve months are: (1) Evaluate the status quo of the ministry according to the guiding principles approved by the session, (2) Plan and implement the necessary modifications for 2010, and (3) Ultimately better serve our Lord and Savior Jesus Christ, the only head of the Church, in coming alongside covenant families with youth to help parents faithfully teach the doctrine of the Gospel to their children, heeding the Apostle Paul's exhortation, "Do not be conformed to this world, but be transformed by the renewal of your mind, that by testing you may discern what is the will of God, what is good and acceptable and perfect" (Romans 12:2)

### **Action Areas**

- a. Curriculum – Develop curriculum for Sunday School (both junior and senior high), Wednesday night meetings, and D-groups with a continuity of purpose from the time we receive a student in Junior High to graduation that he or she would understand, explain, defend and live the Christian faith.
- b. Activities – Assess the purpose of fellowship activities, integrating with curriculum topics/themes whenever possible. Among the activities planned for spring semester 2009 are

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ice skating, snow skiing, hiking, mystery theater, and, in the summer, the annual retreat to Panama City Beach.

- c. Service Projects – Evaluate current service projects like the monthly Kinloch learning center work, fall leaf raking, and various body building projects while also exploring new options with the goal of integrating youth into current diaconal ministries and vice versa.
- d. Missions – Design a complete program, closely coordinated with the TOPC missions committee, to discover those who are truly inclined to the mission field and prepare them in an appropriate manner. The mission scheduled for summer 2009 is to Armonia, Mexico.
- e. Integration – Develop ways to integrate the youth with the larger multi-generational TOPC congregation, while being careful to protect a healthy youth sub-culture, calling on parents and other adults to mentor and develop relationships with the youth.
- f. Leadership Training – Develop a mentoring program led by the Pastor to Families with Youth to the interns, volunteers, and High School juniors and seniors, cultivating their gifts, leadership skills and teaching methodology.
- g. Youth Internship – Develop job descriptions, ministry policies, and a systematic program for youth interns to aid them in better understanding and living out their calling to minister in the Presbyterian Church in America.
- h. Student/Leader Relationships – Outline policy for the proper establishment, maintenance, and limits of healthy, Christ-centered relationships in ministry to families with youth.
- i. Assimilation – Develop guidelines and outline plans for assimilating students into and out of the youth group.

### **Action Plans**

- a. Select committees for (a) through (i) above.
- b. Establish time tables for committee meetings.
- c. Further develop committee recommendations.
- d. Begin to implement some changes for the 2010 school year.
- e. Formulate a detailed and fully modified 2011 ministry plan.

### **Spring 2009 Calendar Events**

Wednesday, Jan. 7- Parents Meeting

Wednesday, Jan. 21- Thrive

Sunday mornings- Sunday School (The Pentateuch)

Sunday Evenings- Discipleship Groups (*The Christian Life: A Doctrinal Introduction*, Sinclair Ferguson)

Wednesday Evenings- Youth Group meeting (The Shorter Catechism)

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First Saturday/Month, 9am-12pm - Mission to Kinloch Learning Center

Middle Wednesday Evening/Month- Body Building (Various Service Projects for the Church and School)

First Sunday Evening/Month- Cornerstone (Activity Time)

Monthly- Various Activities like Murder Mystery, Sky Zone, Hidden Valley Ski Trip/Lock-In, Mystery Trip, etc.

Friday, Feb. 20- Serving at Missions Banquet

Saturday, April 4- Youth Leaders retreat

## Counseling Center

### **Goal #1:**

To develop a counseling center, with a full-time director, a team of full-time and part-time counselors, with full financing, support staff, and housing.

#### **Objectives:**

1. Completion of necessary physical changes to current counseling center rooms.

##### **Action Steps:**

- a. Complete work on soundproofing, painting and furnishing rooms (January, 2009)
  - b. Install security locks (done), lighting and camera, and outer door lock with intercom (for secure admission). (January 2009)
2. Purchase of computers and software programs to upgrade management of client care and records.

##### **Action Steps: (all in January 2009)**

- a. Purchase laptop computers for John Cordray and Dayna Osborne.
  - b. Purchase of Thera Manager data base software.
  - c. Purchase of Connors Rating Schedule (Comprehensive Behavior Rating Scale).
3. Complete compliance with HIPPA requirements.

##### **Action Step:**

Meeting on December 30th with attorney should guide us as to what remains to be done).

4. Complete requirements for John and Dayna to qualify to receive insurance for fees.

##### **Action Steps:**

- a. Dayna is qualified in February 2009.
- b. John is qualified in September 2009.
- c. Note: We are being advised by our attorney consultant that if our counselors begin receiving insurance payments we must have a trained employee who is qualified to receive payment, keep records, and communicate both with clients and the insurances companies.

5. Employment of secretarial support person (at least part-time): If we are to make any significant progress in the development of the counseling ministry we must hire at least a part-time secretary. We presently do all of our clerical work plus we make our own appointments and adjustments. Any advance in our ministry will necessitate more clerical and administrative work. Our attorney strongly advises against using volunteers in secretarial roles because of confidentiality issues as well as potential legal issues.

**Action Step:**

- a. Hire part-time secretary (February 2009).
  - b. Begin search for full-time secretary (February 2009)
  - c. Hire full-time secretary (January 2010).
6. Development of funding for counseling ministry: Necessity: John and Dayna are already maxed out. Even if we doubled our client numbers, they cannot take many more clients. Dayna is working as a supervisor for John, Connie, and Eric Baile, as well as her duties in directing CARES. She charges no fees for this work. If we employ more counselors, they will each have to develop their own clientele over time. There is no way that we will fund this program without being allowed to raise funds for the ministry.

**Action Step:**

- a. Meet with Finance Committee to determine fund-raising policy for Counseling Center (January 2009).
  - b. Begin development of fund-raising plan for counseling center (January 2009).
  - c. Begin fund search for part-time secretary (January 2009).
  - d. Begin development on long range funding plan (April 2009).
  - e. Begin plans for fund-raising event (April 2009).
  - f. Sponsor fund event (October 2009)
  - g. Repeat fund event annually (2010, 2011, 2012, 2013). ALL of this depends on approval to raise money!
7. Employ new seminary intern:
  8. Meet with Dan Zinc to coordinate internship with Covenant Seminary (January 2009).
  9. Begin interviews with intern candidates (February 2009).
  10. Employ intern (August 2009).
  11. Supervision of seminary intern (August 2009).
  12. Begin search for additional part-time counselors:
  13. Interview with Dan Zinc regarding available 2009 graduates (January 2009).
  14. Conduct interviews with candidates (February through March 2009).
  15. Employ new counselor (May 2009).
  16. Repeat process, hire new counselor (May 2010).
  17. Repeat process, hire new counselor (May 2011).
  18. Repeat process, hire new counselor (May 2012).
  19. Repeat process, hire new counselor (May 2013).
  20. Develop Lay Counseling Training Program the idea is to train lay people in simple, basic counseling skills and support skills. There are a number of programs which we might use, but at the moment I'm very interested in the Stephen Ministry.

**Action Step:**

- a. Invite Steve Glynn to make presentation of Stephen Ministry to staff and session (January 2009).
- b. Choose lay leaders to attend Stephen Ministry training week (January through March 2009).
- c. Attend Stephen Ministry training week with lay leaders (April 2009).
- d. Report to Session on Stephen Ministry training (May 2009).
- e. Begin search for Stephen Ministry Leaders (May 2009).
- f. Begin Stephen Ministry Leadership Training (September 2009).
- g. Repeat training procedures (2010, 2011, 2012, and 2013).

21. Develop a plan to create housing for growth of counseling ministry.

22. If we grow, even minimally, our current facilities will be insufficient at present there is no room for both a waiting area and a secretary. The addition of more counselors will require more space. There must be a plan for growth.

**Action Step:**

- a. Reorganize Counseling Committee (January 2009).
- b. Assess needs and create growth plan (February through April 2009).
- c. Present plan to session (May 2009). Further plan implementation will depend on session support and direction.

**Goal #2:**

To develop a strong Mentor's Leadership Ministry.

**Objectives:**

1. To create an initial team of Mentor Leaders.

**Action Step:**

- a. Organize a "Think Tank" group comprised of select men and women who are representative of the various ministries of the church and who share a burden for the importance of mentoring. This group will read materials on mentoring and will meet regularly to discuss the mentoring process (January 2009).
- b. Present results of Mentor Study to staff and session (June 2009).
- c. Those who choose to continue will enter into a mentoring relationship (June 2009).
- d. The study group will continue to meet to discuss and share experiences (September 2009).

2. To pass the ministry to a second generation of mentor leaders.

**Action Steps:**

- a. Each mentor will at an appropriate time urge his mentoring partner to enter into a mentoring agreement with another person, and, so, pass it on (the timing here will not be set). At each step in this process an attempt will be made to encourage mentoring as a fundamental part of the individual ministries of TOPC. My vision is that every member of the pastoral staff, the session, the diaconate, and the individual ministry volunteer leaders would, eventually, both have a personal mentor and, also be mentoring someone else (Obvious long-term dream).
- b. Encourage each trained mentor to develop training groups in the context of their individual ministries (January 2010).
- c. Repeat process annually (2011, 2012, and 2013).

**Goal #3:**

Complete development of three-year Adult Sunday School Relationships Curriculum

**Objectives:**

1. To reassess and redesign the curriculum idea: This concept, originally, approved by the session around 2001, was to create a three-year, year-round curriculum which would focus on building strong, spiritually healthy relationships with a special focus on marriage and related topics. This would require twelve classes which would be offered, four-per year, on a three year cycle. Presently ten classes have been offered, but the process has somewhat changed in emphasis, and needs to be rethought and redesigned.
2. To complete two-semester Emotionally Healthy Life class started in September (January 2009).
3. Counseling staff to evaluate and assess completed curriculum (Feb. 2009).
4. Staff to determine completed three-year curriculum (March 2009).
5. Determine and teach summer semester classes (May 2009).
6. Determine and teach fall semester classes (September 2009).
7. Renew plan to teach entire three-year curriculum starting in 2010 (January 2010).

**Goal #4:**

To evaluate and strengthen ongoing counseling support Ministries (CARES, Grief Share, Treasure Island, and Celebrate Recovery).

**Objectives:**

1. Begin assessment and evaluation of CARES (which here includes Grief Share, and Treasure Island) (January 2009).
2. Complete review of CARES, determine needs of the ministry (March 2009).
3. Implement any required changes in ministry (April 2009).

**Goal#5:**

To evaluate and strengthen ongoing Celebrate Recovery Ministry.

**Objectives:**

1. Review overall effectiveness of CR leadership committee (already under Way).

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2. Continue review and assessment of CR needs (currently underway).
3. Begin new leadership training program (January 2009).
4. Maintain monthly leadership meetings.
5. Develop more aggressive publicity of CR ministry both in TOPC and in the community (plans already being discussed).

## Women's Ministry

### **2009 Theme: "We Are the Hands and Feet of Christ"**

#### **Goals**

TOPC Women's Ministry exists to encourage all women to grow in their love of Christ through:

- Teaching the Word,
- Identifying and using their gifts for the glory of God and the edification of His church.
- Building intimacy and true fellowship with one another in Christ.

#### **Objectives**

1. To teach God's Word resulting in the application of its truths to our lives, which will produce spiritual growth.

##### **Action Steps:**

- a. Tuesday Morning and Evening Bible Study will be offered in 2009. The book of Proverbs will be taught during the Spring semester. Fall semester study topic to be determined.
  - b. 2009 Summer Bible Studies will be offered both morning and evening.
  - c. Ongoing evaluation of other Bible Study offerings (i.e. Sunday School hour).
2. To intentionally teach women to understand and cherish biblical womanhood and to pass along the legacy of biblical womanhood to the next generations.

##### **Action Step:**

Apples of Gold will be offered Fall 2009. This is a 6-week program, which weaves the truths found in Titus Chapter 2 into practical, life skill lessons of caring for ones home, husband and family.

3. To encourage intimate, biblical fellowship, and discipleship/mentoring among the women.

##### **Action Steps:**

- a. Apples of Gold will be offered Fall 2009 (see above).
- b. To be faithful to the call of Titus Chapter 2 where older women are exhorted to teach younger women, the TOPC Women's Ministry is developing a formal one-on-one mentoring program. This program will offer young women the opportunity to be prayerfully placed with an older woman as her mentor. The pilot project is set for implementation by end of March 2009.
- c. "Dinners For Eight" will be held in March 2009. This will give the women of TOPC an opportunity to make new friendships and have meaningful fellowship around the dinner table of TOPC hostesses!!
- d. Tuesday morning and evening Bible Studies are formatted to allow for biblical fellowship/discipleship/mentoring via small discussion group settings.

4. To provide opportunities for women to discern and exercise their spiritual gifts.

**Action Steps:**

- a. During Sunday School hour on January 4, 2009, Women's Ministry will present tangible opportunities for women to use their spiritual giftedness within the TOPC body.
- b. Ongoing opportunities exist for using spiritual gifts by working directly with the ministries coordinated by the following Women's Ministry Committees: (1) Bible Study; (2) Inreach; (3) Outreach; (4) Events; (5) Mentoring; (6) Communications.

5. To function as an outreach to the community.

**Action Steps:**

- a. In February 2009, TOPC Women's Ministry will assist the TOPC Special Needs Ministry with a dinner event hosting many special needs individuals from around the St. Louis area.
- b. TOPC Women's Ministry will provide lunch for women students of Covenant Seminary in Spring 2009.
- c. TOPC Women's Ministry is planning a retreat for June 2009. This will be a very non-traditional retreat as we plan to work with a local charitable organization to design a day of service for our women. We will serve together and then end with a picnic where we will reflect on what it means "To Be The Hands And Feet Of Christ."
- d. TOPC Women's Ministry will host a luncheon in August/September for Covenant Seminary women students/women of students as a way of welcoming them to our St. Louis Community and to TOPC specifically.
- e. A luncheon will be hosted at TOPC in November where we will gather together to prepare gift baskets for women in shelters. The baskets will include personal items along with gospel information.