

# How to prepare for a Mission

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- **Pre Mission**
  - Team Leaders
  - Choosing a location
  - Mission Timetable
  - Making contact with the local church/s
  - Advertising
  - Tickets for events – to sell beforehand and on the night
  - Planning meeting/s
  - Recruiting
  - Events
  - Local mission – planning and praying for inviting people → see inviting form with boxes for events
  - Letterbox dropping – see docs and maps
  - Sections and section leaders
  - Budget
  - Costs – team fees
  - Name tags
  - Accommodation
  - Transport
  - Food/cooks
  - Teaching from God's Word
  - Music for team times
  - Team fun – eg. Comps etc
  - Prayer
  - Booklets
  - Orderlies
  - Administration – powerpoint presentations, outlines, comment cards
  - Door knocking training & partnering & maps
  - Conversation stall
  - New contact feedback & follow-up
  - Directions to location
  - Team Day Together
  - Utilising the Media
  - List of equipment to take – music gear, tables/chairs, projector, music stands, etc
  - Equipment officer
  - treasurer
  - bookstall
  - petty cash
  - Introducing God material
  - Team fees
  - Thankyou gifts
- **On Mission**
  - Day to day schedule
  - MC for team times
  - Communication
  - Feedback from Door Knocking/Conversation Stall
  - Pastoral Care
  - End of mission feedback/encouragement circle
- **Post Mission**
  - Budget follow-up

- Contact follow-up
- Claiming costs

## **1. Team Leaders**

You will need to appoint preferably 2 team leaders who will take responsibility for the over seeing of all aspects of the mission.

It is good to have one male leader and one female co-leader.

It is important to choose the leaders carefully. They will not only need to work well together, but model Godly leadership to those they are ministering to.

Preparing mission requires a great deal of time in meetings and relies on constant and clear communication.

The male leader holds overall responsibility for the mission and is accountable to the church pastor or those who have appointed him. His responsibility in the lead up to and on mission, is to take pastoral care for the men on team, especially the male section leaders.

The female co-leader works alongside the male leader in all aspects of the mission. Her responsibility in the lead up to and on mission, is to take pastoral care of the women on team, especially the female section leaders.

## **2. Choosing a location**

The mission location will shape almost all aspects of the mission planning.

Traditionally, the mission will take place in either; 1) a home location or 2) in partnership with another church or churches in a city/town away from the home church.

### *a) Home Mission*

The advantages of hosting mission from the church home location include:

- new contact follow-up is taken care of by the home church, and long-term relationships can be formed
- team members can spend the week accommodated in their own homes
- a greater awareness of the culture amongst the local community

### *b) Away Mission*

The advantages of away missions include:

- encouragement received from partnering & working alongside other church families
- encouragement given to the partnering church families, especially if billeting is implemented
- evangelising in new environments

## **3. Making contact with local churches**

Once the location has been chosen, initial talks need to be established with the pastor of the desired church. This should happen between the church pastor and the host church pastor.

To begin with, the pastors will need to discuss matters such as:

- the suitability of the mission, dates etc
- the goals of the mission and the mission team
- costs and cost splitting

Depending on the distance, several initial meetings may be beneficial as the details begin to unfold.

## **4. Recruiting**

The team leaders & staff team now need to be spreading the word amongst the church family.

Those who have been on mission before can be of great assistance in this by sharing their own experiences with those who have never been.

The initial mission planning meetings will help interested people to grab a sense of what mission is all about and enthuse them into committing to the mission team.

## **5. Planning meetings**

Planning meetings are both an important and fun way of gathering interest in the mission.

These are usually run on either a Saturday or Sunday, to gain maximum attendance.

Planning meetings seek to inform & also to train team members in areas such as evangelism and testimonies.

Team leaders should both plan and run these meetings.

Some areas to cover in these meetings are:

- Information about the mission destination
- The partnering church/s
- Interviews from team members who have been on mission before
- Training – perhaps in an elective form
- Prayer

It may also work well to gather for lunch during these meetings, as a way of introducing people who may not know many others and to develop unity amongst the team members.