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## ***WOMEN'S MINISTRY***

Women's ministries can be an entry point into the church for many women. As a ministry leader you can prayerfully and respectfully seek to bring all the women of the church together to develop a holistic ministry for women, that brings glory and honor to God, and equips them to live out the call of God on their life. You will find basic and next level steps to developing a holistic ministry in this resource. If you have questions or would like a personal consultation, please contact Pat Ingram at 800.264.1225 ext. 292 or [pingram@alsbom.org](mailto:pingram@alsbom.org).



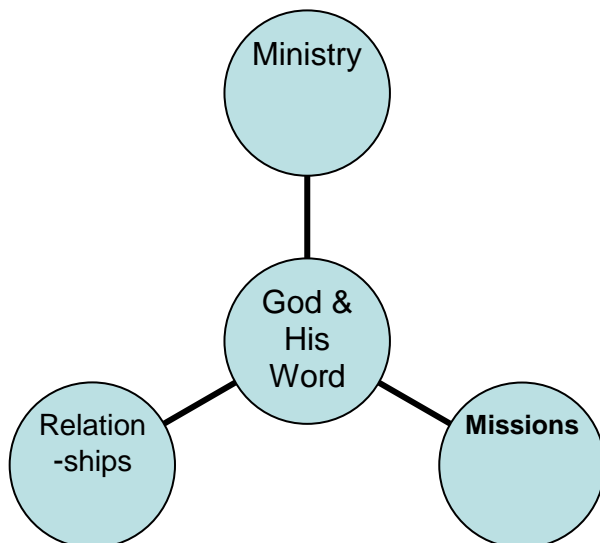
## ***Women's Ministry Enriches the Church***

- Women's Ministry can be an entry point into the church.
- Women grow in their relationship with the Lord.
- Women's Ministry provides fellowship, accountability and unity that brings the touch of the Lord to the lives of women enmeshed in busyness.
- Women are encouraged to discover their spiritual gifts and find places to use their gifts.
- Women's Ministry equips women to teach and serve, prepares them to make biblical choices for daily life and teaches and encourages women to pray.
- Women's Ministry helps women to develop their nurturing role in the family.
- Women receive understanding and guidance in times of crisis and need.
- Women's Ministry is an outreach to the community, because women who are growing spiritually are excited and they invite their un-churched friends and neighbors.
- Women's Ministry builds and strengthens relationships and therefore promotes unity within the church.
- Women's Ministry can help connect women in the life of the church and foster meaningful relationships.
- Women's Ministry equips women to serve in other areas of the church.
- Women's Ministry promotes evangelism as women invite others to special events, Bible studies, and celebration experiences.
- Women's Ministry crosses generational distinctions and promotes understanding and woman to woman mentoring.



## ***Develop a Holistic and Multi-Generational Ministry for Women***

- Prayer is the foundation as you begin the process of blending. Prayer should be the key component in all ministries and especially when we make ministry changes.
- Respect is a key element for all generations. It is foundational to successfully blending into one complete ministry for women. Showing respect for one another's contributions and ideas is essential.
- Include representation from Women on Mission and Women's Ministry groups on your leadership team. Ensure that all age groups of women in your church are represented.
- Plan multi-generational Bible studies, ministry projects, and special events. Our society has become fragmented by ever increasing change and cultural shifts. Often people are segmented in our churches based on age ranges or life stages. While this may work for some ministries, there should be a place where women of all ages and life stages can come together to encourage, support, and learn together. This is a natural way for mentoring to occur around the things you are already doing.
- Plan mission projects that include all women. Make sure the planning team has a representative from all groups.
- Blend your publicity into one piece for all women's events, projects, meetings, and activities; one brochure, one web site and one newsletter.
- While you will still plan events for specific groups or ages of women, remember to plan some events that include all women from children through senior adults.



### ***Centered in God & His Word***

- *Bible Studies*
- *Prayer*

### ***Healthy Relationships***

- *Family*
- *Workplace*
- *Neighbors*

### ***Ministry***

- *In the church*
- *In the community*
- *In the world*

### ***Missions***

- *Mission Projects*
- *Mission Trips*
- *Missions Giving*
- *Missions Support*



## ***Evaluate Your Ministry***

### **Why Evaluate:**

- Evaluation helps you stay focused on your purposes and goals.
- Evaluation will help you and your team plan for next year.
- Evaluation will remind you to follow-up on events or activities with thank you cards or other appropriate responses.
- Evaluation will reveal things that you should change for upcoming events and activities.

### **Document your Evaluation for future reference.**

1. Which group/groups of women have you traditionally been successful at reaching with existing programs and ministries?
2. What have you offered in the past in your women's ministry?
3. What do you consider are the strengths of your women's groups?
4. What do you consider are the greatest challenges to your ministry?
5. Do you have a purpose statement for your ministry? (Why do we exist)
6. How are your women's events publicized?
7. My church has \_\_\_\_\_ number of women in the following age groups?  
16 to 19 \_\_\_\_\_ 20 to 30 \_\_\_\_\_ 40 to 50 \_\_\_\_\_ 60+ \_\_\_\_\_
8. My dreams for our women's ministry are?
9. What needs/interests does our survey show?
10. What ministries do we have that meet those needs/interests?
11. What ministries do we need to start to meet the needs and interests of our women?
12. What resources do we need to make our dreams for this ministry become a reality?



## ***Develop a Leadership Team***

### ***Why do I need a team?***

1. The body of Christ functions as a team. (Romans 12:4-5)
2. Teams assist in the assimilation of new members. (close the back door)
3. Teams are a fertile training ground to develop emerging leaders.
4. Teams accomplish more than individuals working separately. (Ecclesiastes 4:9-12; Mark 6:7; Paul)

### ***✍️ Designing Your Team***

1. Purpose – Why are we doing what we are doing? Are we connecting women with God? Are we connecting women with purpose? Are we connecting women with people?
2. Desired Results
3. Types of people needed (passion and talents)
4. Responsibilities – Be Specific with Job Descriptions

#### **Bible Study Coordinator:**

1. Assists the Women's Ministry/WMU Leader in recruiting and developing Bible study leaders/facilitators.
2. Assists the Women's Ministry/WMU Leader in planning and selecting Bible studies.
3. Oversees teachers/facilitators for Women's Bible Studies.
4. Works with the Publicity Coordinator to promote Women's Bible studies.
5. Acts as an encourager for the Bible study leaders/facilitators.
6. Prays for Bible study leaders/facilitators and participants.

#### **Missions Action Coordinator or Project Coordinator:**

1. Assists the Women's Ministry/WMU Team to connect a mission's emphasis to all Women's Ministry events.
2. Leads the team and women of the church in praying for missions.
3. Suggests mission's action projects for Women's groups.

#### **Publicity Coordinator:**

1. Assists the Women's Ministry/WMU Team in publicizing all Women's Ministry, Women on Mission and WMU events.

#### **Prayer Coordinator:**

1. Lead the Women's Ministry/WMU Team to develop prayer ministries for the church.
2. Lead in prayer for team members and the women of the church.
3. Plan the Prayer Calendar emphasis for women's meetings.
4. Assist the Missions Action Coordinator in promoting and developing prayer emphasis for missions offerings:
  - a. Lottie Moon, Annie Armstrong, Kathleen Mallory and the Association Offering

#### **Special Events Coordinator:**

1. Assists the Women's Ministry/WMU Leader in planning plan special events and Women's Celebrations. (Retreats, Conferences, Prayer Events, etc.)
2. Develops a Special Events team to help her plan, promote, pray for, and implement special events.
3. Recruits a team to provide refreshments for women's events.

#### **Child Care Coordinator:**

1. Responsible to arrange child care for all Women's events and meetings.



## **Selecting Team Members – Jesus selected His disciples first then, over time, equipped them through relationships.**

1. Character
  - a. Faithful
  - b. Has a servant's heart
  - c. Developing the Fruits of the Spirit (Loving)
  - d. Honest, Truthful and Kind
2. Maturity
  - a. Where is she in her relationship with Christ?
3. Motives
  - a. Glorifying God and building HIS Kingdom
  - b. Gifts
  - c. Spiritual gifts Leadership – Service – Teaching Evangelism – Exhortation – 1 Cor. 12; Romans 12; Eph. 4
  - d. Passion for ministry

## **Equipping Your Team**

1. Relationship Skills
  - a. Learn to listen
  - b. Learn to communicate
  - c. Learn to delegate
  - d. Learn to cooperate
  - e. Learn to brainstorm
  - f. Learn to respect
2. Focus on Excellence
  - a. Use what you have with excellence; not perfection.

## **Resources for Building Teams**

1. Adams, Chris: *Transformed Lives: Taking Women's Ministry to the Next Level*
2. Adams, Chris: *Women Reaching Women: Beginning and Building a Growing Women's Enrichment Ministry*
3. Kelley, Dr. Rhonda: *A Woman's Guide to Servant Leadership*
4. Maxwell, John: *The 17 Essential Qualities of a Team Player*
5. *The Focus on the Family Women's Ministry Guide*



## ***Suggested Women's Ministry Team Descriptions***

### **Bible Study Coordinator**

1. Oversees teachers/facilitators for Women's Bible Studies
2. Assists the Women's Ministry Director in recruiting and developing Bible study leaders/facilitators
3. Assists the Women's Ministry Director in planning and selecting Bible studies.
4. Works with the Publicity Coordinator to promote Women's Bible studies
5. Acts as an encourager/mentor for the Bible study leaders/facilitators
6. Prays for Bible study leaders/facilitators and participants

### **Missions Coordinator**

1. Assists the Women's Ministry team in connecting a mission's emphasis to all Women's Ministry events
2. Works with the WMU Director to develop missions prayer in the church
3. Suggests missions action projects for Women's Ministry groups

### **Publicity Coordinator**

1. Assists the Women's Ministry Team in publicizing all Women's events

### **Prayer Coordinator**

1. Leads the Women's Ministry team to develop prayer ministries for the church
2. Leads in prayer for Women's Ministry team members and the women of the church
3. Assist the Missions Coordinator and the WMU Director in promoting and developing prayer emphasis for the missions offerings
  - a. Lottie Moon: International Missions
  - b. Annie Armstrong: North American Missions
  - c. Kathleen Mallory: Alabama WMU Ministries

### **Special Events Coordinator**

1. Works with the Women's Ministry Director in planning special events and Women's Celebrations (Retreats, Conferences, Prayer Events, etc.)
2. Develops a Special Events team to help her plan, promote, pray for, and implement special events.



## ***Enhance Women's Ministry***

### **The Basics**

- The Team
  - Bible Study Coordinator
  - Special Events Coordinator
  - Prayer Coordinator
- Bible Study
  - Offered on the church campus at multiple times
  - Offered in homes on week nights
- Prayer
  - At special events and Bible studies
  - Mom's Prayer Group
- Special Events
  - Retreats
  - Conferences
  - Teas

### **Enhancing the Basics**

- The Team
  - Young Women's Coordinator
  - Missions Action Coordinator
  - Outreach Coordinator
- Bible Study
  - Offered in the work place as a brown bag study
  - Offered in restaurants and coffee shops whenever participants can schedule it
  - E-study groups
  - Form non-traditional groups
    - Blend generations, married & singles, working and non-working, reading groups
- Prayer
  - Heart Call Triplets
  - E-mail prayer chains
  - Using the missions prayer calendar at each Bible study or event
  - Muslim Prayer Tea Prayer Walks
- Outreach
  - Develop target groups
    - New believers, newcomers to your community, un-churched, women who hurt, the economically distressed, intellectuals
- Special Events
  - Evangelistic Retreat using Heart Call material
  - Conferences on women's health issues
  - Girls Conference





## ***Church Women's Ministry Director Suggested Job Description***

The church Women's Ministry director is responsible for planning, implementing, and evaluating the work of Women's Ministry in the church. Women's Ministry seeks to **EQUIP** women to enrich the lives of other women and their families through Christ, to **ENABLE** a woman to discover her God-given gifts for ministry, to search out the needs in her church and community, and match those needs with her gift of service, and to **LEAD** women to become women of deep prayer, and to become women who study the Bible and base their entire lives on the Word of God.

These things can be accomplished through Bible studies, prayer groups, special interest groups, support groups, special events, conferences and retreats and hands-on missions and ministry projects. The specific responsibilities of the church Women's Ministry Director are to:

- Contribute to the overall ministry of the church within church guidelines.
- Develop a leadership team whose purpose is to determine needs of the women of the church, set goals for the ministry, and to coordinate the ministry with the work of the church.
- Guide the leadership team in setting goals for the Women's Ministry.
- Relate to the pastor and other church staff members and work within the guidelines of the church.
- Develop and maintain an annual budget and calendar for Women's Ministry in the church in conjunction with those of the church.
- Determine the ministries needed to meet the needs of the women of the church and the Women's Ministry goals.
- Develop and design necessary publicity and promotional materials or recruit a team member with the skills to do so.
- Research resource materials and Bible study curriculum for the Women's Ministry.
- Plan and implement workshops, retreats, special events, missions & ministry projects and conferences.
- In churches with Women on Mission groups, to coordinate the work of Women's Ministry with that of Women on Mission and to facilitate good relationships and the exchange of ideas between the two ministries.
- Maintain adequate and orderly records and reports of the Women's Ministry.



## Resources

### Books

Adams, Chris. *Transformed Lives: Taking Women's Ministry to the Next Level*. Nashville, Lifeway Press, 1999.

Adams, Chris. *Women Reaching Women: Beginning and Building a Growing Women's Ministry*, revised and expanded. Nashville, Lifeway Press, 2005.

Davis, Diana. *Fresh Ideas for Women's Ministry*. Nashville, B&H Publishing Group, 2008.

Edwards, Sue & Mathews, Kelley. *New Doors in Ministry to Women: A Fresh Model for Transforming Your Church, Campus, or Mission Field*. Grand Rapids, Kregel Publications, 2002.

*Focus on the Family Women's Ministry Guide*, Ventura, Gospel Light 2004.

### Web Sites

[www.alabamawmu.org](http://www.alabamawmu.org)

[www.wmu.com](http://www.wmu.com)

[www.lifeway.com/women](http://www.lifeway.com/women)

[www.newhopepubl.com](http://www.newhopepubl.com)

[www.mymissionfulfilled.com](http://www.mymissionfulfilled.com)

[www.womenonmission.com](http://www.womenonmission.com)

[www.imb.org/kingdomwomen](http://www.imb.org/kingdomwomen)

[www.womensministry.net](http://www.womensministry.net)

Alabama WMU

National WMU

Lifeway Womens Ministry

New Hope Publishers

National WMU's Young Women's Initiative

Women on Mission resources

Kingdom Women e-Newsletter

Jennifer Rothchild

### Magazines

*Missions Mosaic*

800-968-7301

*On Mission*

800-239-3990

*Pray*

800-691-7729