

RE: Readiness for Change and Pastoral Readiness Inventories

Dear Pastor/Church Leader(s),

Attached are two instruments designed to measure and assess your readiness for change and your capacity to lead that process. It is critical that all responses be **objective and accurate**. We believe that this inventory will equip and prepare you for effective oversight of the Leadership Development Process. Please follow the instructions below and execute this in a timely manner. God's best to you as you launch out on a journey of Leadership Development and change designed to honor Christ. You are affirmed and appreciated for your leadership in this ministry. God's very best to you!

Readiness for Change & Pastoral Readiness Inventories

1. **Part I - Readiness for Change.** You are to complete this section personally. You are to produce copies of this inventory and give them to four (4) other persons in your church. They are identified as Member 1, etc. The Pastor should know their identity in the event we need to analyze their responses in detail. They should be objective and well informed, familiar with the ministry. They should be neither blind optimist nor nay-saying detractors. They are to complete this inventory and return the completed documents to you by the date you specify. You are to transfer the scores from these instruments to the Summary Scoring Chart provided for this purpose.
2. Pray specifically that God will provide clear direction and insight through this process.
3. **Part II - Pastoral Readiness.** Make copies and distribute the instrument to three (3) peers in ministry. Make absolutely certain that you establish a specific date by which they will return the completed document to you. They are to identify themselves on the document in the event we need to clarify any responses. Make certain they understand the importance of this process and the importance of their contribution to your subsequent ministry through their participation.
4. Complete the scoring tables provided as a separate file. Send them to the IgniteUS staff member that you are working with via e-mail as a download file. Be certain that you complete all the information requested and that you indicate the Pastor's scores on the Scoring Tables provided.
5. Call the IgniteUS Staff member you are working with ***PRIOR*** to completing the instruments. Be certain that you understand the process before you begin. You are required to complete this Inventory Process and return the scoring tables in 30 days or less. We will also pray with you for a successful and God-honoring journey through the process.

Accurate, complete, and prompt responses make the process beneficial to you and your congregation. This is the first step of a journey, running the race (Heb. 12:1).

“Every prudent man acts out of knowledge” (Prov. 13:16a)



(Part I)

Readiness for Change Inventory

Even the most dynamic church can become resistant to necessary healthy change. However, churches must change if they are to have significant impact on their communities. Is your church ready for change?

Each item below is a key element that will help you to evaluate your church's readiness for change. Strive for objectivity - - involve others (including outsiders) in the evaluation process. Select and circle the number that most accurately rates your church as it currently exists.

1. Leadership - The pastor and the church board (official leadership) are favorable toward and directly responsible for change. Also, if any influential persons (unofficial leadership: the church patriarch, a wealthy member, for example) are for change, score 5. If moderately so, score 3. If only the secondary level of leadership (other staff, Sunday School teachers, etc.) is for change while unofficial leadership opposes it, score 1.

5 3 1

2. Vision - The pastor and the board have a single, clear vision of a significant future that looks different from the present. If the pastor is able to mobilize most relevant parties (other staff boards, and the congregation) for action, score 5. If the pastor but not the board envisions a different direction for the church, score 3. If the pastor and board have not thought about a vision, and/or they do not believe that it is important, score 1.

5 3 1

3. Values - The church's philosophy of ministry (its core values) includes a preference for innovation and creativity. Though proven forms, methods, and techniques are not discarded at a whim, the church is more concerned with the effectiveness of its ministries than adherence to traditions, score 5. If moderately so, score 3. If the church's ministry forms and techniques have changed little over the years while its ministry effectiveness has diminished, score 1.

5 3 1

4. Motivation - The pastor and the board have a strong sense of urgency for change that is shared by the congregation. If the congregational culture emphasizes the need for constant improvement, score 3. If the pastor and/or the board (most of whom have been in their positions for many years) along with the congregation are bound by long-standing traditions that are change-resistant and discourage risk taking, score 1. If somewhere between, score 2.

3 2 1

5. Organizational Context - How does the church change affect the other programs in the church (Christian education, worship, missions, and others)? If the individuals in charge are all working together for improvement and innovation, score 3. If some are, score 2. If many are opposed to change or are in conflict with one another over change, score 1.

3 2 1

6. Processes/Functions - Major changes in a church always require redesigning processes and functions in all the ministries of the church such as Christian education, church worship, and others. If most in charge of these areas are open to change, score 3. If only some, score 2. If they are turf protectors or if they put their areas of ministry ahead of the church as a whole, score 1.

3 2 1

7. Ministry Awareness - Does the leadership of your church keep up with what is taking place in the innovative evangelical churches in the community and across America in terms of ministry and outreach effectiveness? Does the leadership objectively compare what it is doing to that of churches that are similar to it? If the answer is yes, score 3. If moderately, score 2. If no, score 1.

3 2 1

8. Community Focus - Does the church know and understand the people in the community - their needs, hopes, aspirations? Does it stay in direct contact with them? Does it regularly seek to reach them? If the answer is yes, score 3. If moderately, score 2. If the church is not in touch with its community and focuses primarily on itself, score 1.

3 2 1

9. Evaluation - Does the church regularly evaluate its ministries? Does it evaluate its ministries in light of its goals? Are these ministries regularly adjusted in response to the evaluations? If all of this takes place, score 3. If some takes place, score 2. If none, score 1.

3 2 1

10. Rewards - Change is easier if the leaders and those involved in *ministry* are rewarded in some way for taking risks and looking for new solutions to their ministry problems. Also, rewarding ministry teams is more effective than rewarding solo performances. If this characterizes your church, score 3. If sometimes, score 2. If your church rewards the status quo and a maintenance mentality, score 1.

3 2 1

11. Organizational Structure - The best solution is a flexible church where change is well received and takes place periodically, not every day. If this is true of your church, score 3. If your church is very rigid in its structure and either has changed very little in the last five years or has experienced several futile attempts to change to no avail, score 1. If between, score 2.

3 2 1

12. Communication - Does your church have a variety of means for two-way communication? Do most understand and use it, and does it reach all levels of the congregation? If this is true, score 3. If only moderately true, score 2. If communication is poor, primarily, one-way and from the top down, score 1.

3 2 1

- 13. Organizational Hierarchy** - Is your church decentralized (has few if any levels of Leadership between the congregation and the pastor or board)? If so, score 3. If there are people on staff levels or boards/committees who come between the congregation and the pastor or board, then more potential exists for them to block essential change, score 1. If between, score 2.
- 3 2 1**
- 14. Prior Change** - Churches will most readily adapt to change if they have successfully implemented major changes in the recent past, score 3. If some changes, score 2. If no one can remember the last time the church changed, or if such efforts failed or left people angry and resentful, score 1.
- 3 2 1**
- 15. Morale** - Do the church staff and volunteers enjoy the church and take responsibility for their ministries? Do they trust the pastor and the board? If so, score 3. If moderately so, score 2. Do few people volunteer and are there signs of low team spirit? Is there mistrust between leaders and followers and between the various ministries? If so, score 1.
- 3 2 1**
- 16. Innovation** - The church tries new things. People feel free to implement new ideas on a consistent basis. People have the freedom to make choices and solve problems regarding their ministries. If this describes your church, score 3. If this is somewhat true, score 2. If ministries are ensnared in bureaucratic red tape and permission from on high must be obtained before anything happens, score 1.
- 3 2 1**
- 17. Decision-Making** - Does the church leadership listen carefully to a wide variety of suggestions from the entire congregation? After it has gathered the appropriate information, does it make decisions quickly? If so, score 3. If moderately so, score 2. Does the leadership listen only to a select few and take forever to make a decision? Is there lots of conflict during the process, and after a decision is made, is there confusion and turmoil? Then, score 1.
- 3 2 1**

*Please note - the first section of this process was developed by Vision Ministries, Dr. Aubrey Malphurs, and is used with permission in this document.

(Part II)
Pastoral Readiness Inventory – Leadership Development

Leadership is always challenging. It is especially so when endeavoring to lead a body of people in the change process. The *Leadership Development Process* we promote is Purposeful, Comprehensive, and Integrated. This document provides a Pastor with vital information as to his readiness to exercise competent leadership in this process.

Instructions: Read each item carefully. Objective responses based in fact are critical. You will complete this instrument and also ask three (3) peers in ministry to evaluate you using this instrument. Honesty and integrity make the end result an asset for your leadership potential *and* success. Clearly mark your responses - 5 is the maximum score.

1. **Learning** - You have a disciplined reading agenda. In the past year you have read and applied to ministry the concepts gleaned from significant books, professional journals, and periodicals. You are able to validate objectively the application and transfer of learning and skills to ministry. You actively seek out and participate in continuing education seminars with a view to purposeful and intentional application to your ministry setting.

1 2 3 4 5

2. **Experience** - You have previously led a congregation through the change process with favorable outcomes. Examples of this would be adding a second Sunday School, a second worship service, etc. Items that affected an entire congregation, or, a large portion of the body are necessary to qualify in this category.

1 2 3 4 5

3. **Vision** - You have a personal vision statement that is in harmony and compatible with the vision statement of the church you pastor. This statement is more than a 'paper document', it represents those dynamics you practice and value most in ministry.

1 2 3 4 5

4. **Relationships** - You have no known broken relationships within your family or the congregation. You have developed and applied a specific conflict resolution profile with which you are able to resolve conflict and bring restoration and healing to broken relationships.

1 2 3 4 5

5. You have been at your present ministry responsibility 1 - 5 - 10+ years. Five years rates a minimum of 3 etc. You are firmly committed to a minimum of five (5) more years at your present ministry station.

1 2 3 4 5

6. **Comprehensive Ministry Experience** - You have a history of stable ministry tenure, remaining at each ministry location at least five (5) years. If your history is less than five years, or, you have had a series of brief (less than five year) ministry stations, the maximum score is 3, less if you have left any ministry under adverse circumstances.

1 2 3 4 5

7. **Church History** - You are fully cognizant of the history of the church you pastor and are capable of interpreting accurately the events that make up that history. You have investigated problem areas and are comfortable that those issues are resolved and will not short-circuit the change process.

1 2 3 4 5

8. **Values & POM** - You have written philosophy of ministry and values statements. You have demonstrated fidelity to the content of those documents in previous ministry history. You firmly believe those principles and values are affirmed in the current ministry setting and will be an asset in facilitating the change process.

1 2 3 4 5

9. **Risk** - You have demonstrated risk taking in previous ministry settings with favorable outcomes. You have a passion and heart commitment to facilitate the **Leadership Development Process** in your current ministry station. You understand the potential for conflict change produces and are prepared to address that contingency with effectiveness and maturity.

1 2 3 4 5

10. **Leadership Assessment** - You are able to cite three specific examples from your ministry history in which you evaluated a ministry setting that required change or renewal, proposed a viable solution, and saw that solution or initiative embraced by the body of people you were leading. The parallels must be of similar magnitude and scope as major ministry/comprehensive renewal initiatives.

1 2 3 4 5

IgniteUS, Inc.
Readiness Inventory Score Sheet (Part 1)

Pastor's score	Member 1	Member 2	Member 3	Member 4	Member 5
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					

Pastor:	Email:	
Church:	Telephone	
Address:	City:	State

IgniteUS, Inc.
Readiness Inventory Score Sheet (Part 2)

Pastor's score	Member 1	Member 2	Member 3	Member 4
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Pastor:	Email:	
Church:	Telephone	
Address:	City:	State