

The Chapel Ministries Partner System

Trust Christ
Trust Us
Trust Others



Assimilation Process: Request information on connect card, through app, by signing up online, or in person at info station, social media

Partner Retreat: Friday night- Trust & Saturday morning- Become

Become a
Worshipper

Partner Covenant:
Become a Worshipper: Participate, Pray, PTWG
Become a Community: Accountability Group
Become a Missionary: Giving, Serving, Sharing

Become a
Community

Partner Baptism and Joining Service

Become a
Missionary

Partner Meetings:
As needed for information,
vision casting, community,
feedback

Yearly Recommitment:
January service
Follow-Up contact with all
those who did not turn in
recommitment

Accountability Checks:
Twice a year check on
Regular Giving,
Accountability Group
Participation, Volunteer
Involvement,
Worship Attendance

Multi-Campus Alignment- Partnership

Partner Retreat (Campus):

- Campus Staff:
 - o Campus Staff- Recruit and resource Volunteer Partner Retreat Team who will make local arrangements for retreat (facilities, food, childcare, etc.)
 - o Campus Staff- Invite congregation through communication in service, personal invites, leaders, home church, group e-mails
 - o Campus Admin- Follows up with online registrations and creates table assignments
 - o Campus Pastor- Recruits table leaders & trains them before retreat
 - o Campus Pastor- Facilitates retreat with other local campus leaders
 - o Campus Pastor- Follows up individually with covenants following retreat
 - o Campus Pastor- Works to schedule and facilitate Partner joining service and baptisms (Lead Pastor of TCM can do this service)

- Chapel Ministries Staff:
 - o D-Team Admin- Provides & collects online registrations, sends to campus admin.
 - o Communications- Invite through regular communication channels: social media, posters, website, app, slideshow before service, bulletin
 - o Communications- Produces all printed materials for all campuses, keeps information current
 - o Media- Produces all media (slideshows, videos) for all campuses to use during retreat
 - o D-Team Admin- Provides all materials for use during retreat (for games and activities)
 - o Lead Pastor- Assist with joining service/baptisms if Campus Pastor is not ordained
 - o Multi-Campus Director- Provide curriculum/programming, keep current

Partner Meetings (Campus):

- Campus Staff:
 - o Campus Admin- Will make local arrangements (facilities, food, childcare, etc.)
 - o Worship- Will work with TCM tech to be sure live-stream or video is functioning
 - o Campus Admin- Will create and facilitate sign-in sheet to track participation

- Chapel Ministries Staff:
 - o Multi-Campus Director- Exec team will plan partner meetings for all campuses, will live-stream from one location
 - o Multi-Campus Director- Will send e-mail to all partners inviting them to partner meeting
 - o Production Coordinator- Set up and monitor live-stream feed

Partner Tracking/Accountability (Campus):

- Campus Staff:
 - o Campus Pastor- Will facilitate an accountability check among partners: giving, home church/small group participation, volunteer involvement, worship attendance (in February & September)
 - o Campus Pastor- Follow-up with partners who have seem to become disengaged for care and accountability

Recommitment (Campus):

- Campus Staff:
 - o Campus Admin- Enlists volunteers to process recommitment cards and reports results back to TCM
 - o Campus Admin and staff- Follow up with invitations to next steps:
 - Small groups- e-mail to invite to small groups
 - Volunteer orientation- e-mail to invite to monthly orientation
 - Home Church- e-mail to invite to connect event
 - Professions of faith- e-mail from CP to talk about next steps
 - Partnership class- e-mail with link to register
 - Recommitment- record in database
 - Regular Attendance- e-mail with invite to current/next series
 - o Campus Pastor- Follows up with partners who did not turn in commitment card, offers “hold” option for those who are not engaged or removal for those who are out of town or attending other churches
- Chapel Ministries Staff:
 - o Worship & Design Team- Plan yearly worship service
 - o Multi-Campus Director- Will send out yearly recommitment letter and self-assessment to all TCM Partners