



ministerial internship program

*Session 3*

**HANDOUTS**

**WIP**





# ministerial internship program

Saturday, December 2, 2023 | 8:30 AM | Hagee Dining Hall

TIME	TOPIC	PRESENTER
8:30 AM	Devotion	Danielle Lewis
8:45 AM	Marriage / Ministry	Tony & Tracy Wudski
9:30 AM	Finding My Voice (Women) Maintaining Purity (Men)	Tracy Wudski Tony Wudski
10:15 AM	Ministering in Crisis	Sam Belisle
11:00 AM	Problem Solving	Thurman Collier
11:45 AM	Lunch	
1:15 PM	Church Finances / Budgeting	Bryan Ogle
2:00 PM	The Progression of Your Calling	Robert Meredith
3:00 PM	Closing & Prayer	Travis Gore

## Upcoming MIP Dates

- ◆ January 6, 2024
- ◆ February 17, 2024      Prayer Conference – River Oak Church of God
- ◆ March 9, 2024
- ◆ April 6, 2024
- ◆ May 4, 2024
  
- ◆ May 17-18, 2024      Commissioning Celebration – Cleveland, TN

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***Marriage /  
Ministry***

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**MARRIAGE AND MINISTRY**

*Unless the Lord builds the house, they labor in vain who build it; Unless the Lord guards the city, The watchman stays awake in vain. Psalm 127:1 (NKJV)*

**TIPS FOR A STRONGER MARRIAGE**

**TIP #1 -** \_\_\_\_\_

**TIP #2 -** \_\_\_\_\_

**TIP #3 -** \_\_\_\_\_

**TIP #4 -** \_\_\_\_\_

**TIP #5 -** \_\_\_\_\_

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TIP #6 - \_\_\_\_\_

### **-FINAL THOUGHT-**

God has called you and anointed you both for ministry. The strength of your ministry is going to be reflected by the strength of your marriage. You need each other. Ministry is not a competition and it's not the source of your self-image or self-worth.

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***Finding My  
Voice (Women)***  
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FINDING MY VOICE

KEY LESSONS

Lesson #1 – Know that God \_\_\_\_\_ as a woman.

Lesson #2 – Know that God \_\_\_\_\_ and  
\_\_\_\_\_.

Lesson #3 – Know that you \_\_\_\_\_.

Lesson #4 – Know that \_\_\_\_\_ will try to \_\_\_\_\_ you and  
\_\_\_\_\_ you.

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***Maintaining  
Purity (Men)***

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**MAINTAINING PURITY**

*3 Who shall ascend the hill of the LORD? And who shall stand in his holy place? 4 He who has clean hands and a pure heart, who does not lift up his soul to what is false and does not swear deceitfully. 5 He will receive blessing from the LORD and righteousness from the God of his salvation. Psalm 24:3-5 (NKJV)*

**MAINTAIN PURITY IN THREE AREAS**

**Area #1 – \_\_\_\_\_ Purity**

**Area #2 – \_\_\_\_\_ Purity**

**Area #3 – \_\_\_\_\_ Purity**

**PATH TO MAINTAINING PURITY**

**Step #1 – Get \_\_\_\_\_**

**Step #2 – Love \_\_\_\_\_**

**Step #3 – \_\_\_\_\_ Yourself**

**Step #4 – Be \_\_\_\_\_**

**- FINAL THOUGHT -**

As ministers, we do what we do because God has called us to this position. Don't let impurity derail your ministry.



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*Ministering in  
Crisis*

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## CRISIS LEADERSHIP

Crisis - "When you can't say let's all \_\_\_\_\_ the \_\_\_\_\_  
\_\_\_\_\_!" -Dan Reiland

### Three kinds of leaders in handling crisis:

- Those who see it coming
- Those who don't see it coming
- Those who get knocked over

### Common ineffective responses to a crisis situation:

1. \_\_\_\_\_ someone or something else
2. Attempt to \_\_\_\_\_ the crisis
3. \_\_\_\_\_ - \_\_\_\_\_ to the crisis
4. \_\_\_\_\_ the impact of the crisis

### The Downward Cycle of a Crisis

1. The Leadership is caught \_\_\_\_\_
2. The \_\_\_\_\_ of a crisis
3. People begin to \_\_\_\_\_ the leadership
4. \_\_\_\_\_ escalate the situation
5. Loss of \_\_\_\_\_
6. Leadership is up for \_\_\_\_\_
7. \_\_\_\_\_ intervention is required

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## How to Handle a Crisis Effectively

1. Discover and define the \_\_\_\_\_
2. \_\_\_\_\_, because speed is essential
3. Provide \_\_\_\_\_ through confidence and presence
  - o \_\_\_\_\_ what you are doing
  - o \_\_\_\_\_ a plan
  - o \_\_\_\_\_ calm yourself
  - o And being fully \_\_\_\_\_ in \_\_\_\_\_
4. \_\_\_\_\_ the issues at hand
5. Enlist the support of the \_\_\_\_\_
6. Decide and take action \_\_\_\_\_ step at a time
7. Do the \_\_\_\_\_
8. Look for the \_\_\_\_\_ within the crisis situation

## Avoiding a Crisis When Possible

1. Keep your \_\_\_\_\_ in the game
2. Remember the Law of the \_\_\_\_\_
3. \_\_\_\_\_ yourself - be \_\_\_\_\_ to yourself
4. Monitor \_\_\_\_\_ leadership relationships
5. Keep everyone focused on the \_\_\_\_\_

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### Questions to ask

Have I... C\_\_\_\_\_ with other leaders?

Am I... R\_\_\_\_\_ about the situation?

Are my... I\_\_\_\_\_ helping or hurting?

Did I... S\_\_\_\_\_ the issues... solutions?

Is My... I\_\_\_\_\_ evident to others?

Is God... S\_\_\_\_\_ with the results?

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***Problem Solving***  
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PROBLEM SOLVING

LESSONS FROM NEHEMIAH

**Nehemiah 1:1-3** These are the memoirs of Nehemiah son of Hacaliah. In late autumn, in the month of Kislev, in the twentieth year of King Artaxerxes' reign, I was at the fortress of Susa. Hanani, one of my brothers, came to visit me with some other men who had just arrived from Judah. I asked them about the Jews who had returned there from captivity and about how things were going in Jerusalem.

They said to me, "Things are not going well for those who returned to the province of Judah. They are in great trouble and disgrace. **The wall of Jerusalem has been torn down, and the gates have been destroyed by fire.**

**Pray, \_\_\_\_\_, \_\_\_\_\_! Nehemiah 1:4** When I heard this, I sat down and wept. In fact, for days I mourned, fasted, and **prayed to the God of heaven.**

- Prayer changes your \_\_\_\_\_.
- Prayer invites God to get \_\_\_\_\_.
- Prayer will move the \_\_\_\_\_ of others.
- Prayer alters the current \_\_\_\_\_.

*The value of consistent prayer is not that He will hear us, but that we will hear Him.* William J. McGill

**Philippians 4:6** Don't worry about anything; instead, **pray about everything.** Tell God what you need and thank him for all he has done.

**Develop a \_\_\_\_\_.** **Nehemiah 2:4-5** The king asked, "Well, how can I help you?" With a prayer to the God of heaven, I replied, "If it please the king, and if you are pleased with me, your servant, **send me to Judah to rebuild the city** where my ancestors are buried."

- A plan sets the \_\_\_\_\_ and priorities.
- A plan gets everyone on the same \_\_\_\_\_.
- A plan makes the best use of your time and resources.
- A plan keeps you \_\_\_\_\_ during the process.

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*A goal without a plan is just a wish.* Larry Elder

**Proverbs 24:27** Do your planning and prepare your fields before building your house.

**Measure your \_\_\_\_\_.** **Nehemiah 4:6** At last the wall was completed to half its height around the entire city, for the people had worked with enthusiasm.

- Evaluation tells you how you are doing.
- Evaluation shows if \_\_\_\_\_ are needed.
- Evaluation allows you to \_\_\_\_\_ success.
- Evaluation makes you deal with \_\_\_\_\_.

*The measure of success is not whether you have a tough problem to deal with, but whether it is the same problem you had last year.* John Foster Dulles

**Galatians 6:4-5** Pay careful attention to your own work, for then you will get the satisfaction of a job well done, and you won't need to compare yourself to anyone else. **For we are each responsible for our own conduct.**

**Stay \_\_\_\_\_.** **Nehemiah 4:14** Then as I looked over the situation, I called together the nobles and the rest of the people and said to them, "**Don't be afraid of the enemy! Remember the Lord**, who is great and glorious, and **fight for your brothers, your sons, your daughters, your wives, and your homes!**"

- Being proactive means \_\_\_\_\_ a situation rather than just responding to it after it has happened.
- You take responsibility and seek \_\_\_\_\_.
- There will always be \_\_\_\_\_ circumstances.
- Those who overcome rise above the \_\_\_\_\_.

*"I am not a product of my circumstances. I am a product of my decisions."* Dr. Stephen R. Covey

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**1 Peter 5:8 (CEV) Be on your guard and stay awake.** Your enemy, the devil, is like a roaring lion, sneaking around to find someone to attack.

**Be \_\_\_\_\_.** **Nehemiah 6:2-3** So Sanballat and Geshem sent a message asking me to meet them at one of the villages in the plain of Ono. But I realized they were plotting to harm me, so I replied by sending this message to them: **“I am engaged in a great work, so I can’t come. Why should I stop working to come and meet with you?”**

- Things that come \_\_\_\_\_ are usually not worth much.
- God does His greatest work in the \_\_\_\_\_ days.
- Failure only happens when you stop trying to succeed.
- God’s \_\_\_\_\_ is never our \_\_\_\_\_ so stay the course.

***Success is not the absence of failure: it’s the persistence through failure.*** Aisha Tyler

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***Church Finances /  
Budgeting***

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## CHURCH FINANCES & BUDGETING

### Understanding the Risks

- Most frauds last 18 months before being caught
- The average tenure of the perpetrator is over eight years
- 87% have never been charged with fraud or theft before
- Most frauds are caught by a tip (40%) than any other means
- 30% of all workers will steal
- 12% of non-profits fall victim every year

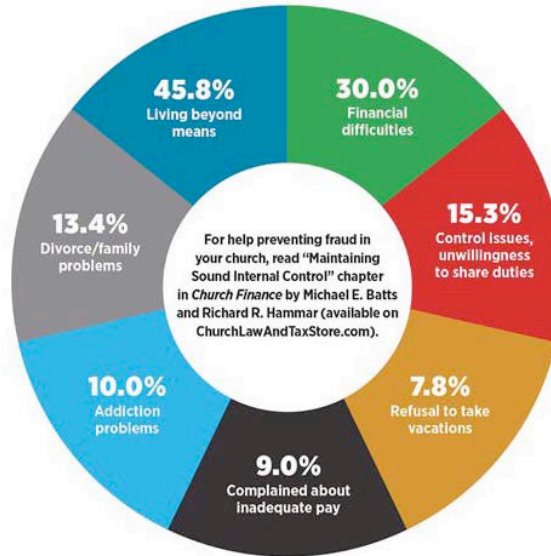
### Types of Financial Misconduct



Source: Church Law & Tax Fraud Survey © 2021

# Behavioral Red Flags Displayed by Perpetrators of Fraud

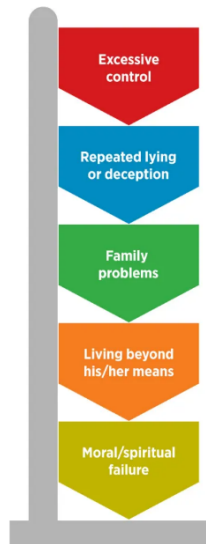
Certified Fraud Examiners pinpoint these warning signs.



Source: Report to the Nations on Occupational Fraud and Abuse; 2016 Global Fraud Study. Conducted by the Association of Certified Fraud Examiners. Report based on 2,410 online surveys completed by Certified Fraud Examiners. This is a partial list of the 17 behavioral red flags listed on the survey. For the complete list, see Figure 94 on the survey—available in a downloadable PDF at ACE.com.

ChurchLawAndTax.com  
A Ministry of Christianity Today

## Top 5 red flags of person(s) who committed fraud



Source: Church Law & Tax Fraud Survey © 2021



## **BIBLICAL BASIS**

1 Timothy 6:10

Matthew 6:21

Luke 12: 20-21

Matthew 25:14-30

*Self-Accountability:* When \_\_\_\_\_ are only accountable to yourself.

*Verifiable Accountability:* When \_\_\_\_\_ holds you accountable.

## **FINANCIAL RISK MANAGEMENT STRATEGY**

Proper financial management, financial planning, and financial control indicate to the donors that the organization's leaders exercise good stewardship over the financial resources

## **FINANCIAL OVERSIGHT**

### **CHURCH FINANCE MINISTRY**

#### **Church Board**

A church's board – church and pastor's council, elders – has the responsibility to the church body to give full oversight and care to the church's finances.

The Church Finance Ministry shall be comprised of three divisions: Church Treasurer, Counting Team, and Finance Administrator. Although each division operates separately with diverse responsibilities, they will work inter-dependently and in unity.

#### **Church Treasurer**

“Give everyone what you owe him. If you owe taxes, pay taxes; if revenue, then revenue; if respect, then respect; if honor, then honor. Let no debt remain outstanding, except the continuing debt to love one another, for he who loves his fellowman has fulfilled the law.” Romans 13:7-8

The Church Treasurer is responsible for determining and maintaining all business records of the church as set forth in the Church of God Minutes S53.Church Treasurer. This includes keeping accurate records of membership, supervision and oversight of all receipts and disbursements, and preparing timely reports to the General Secretary/Treasurer.



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## Counting Team

“... chosen by the churches to accompany us as we carry the offering, which we administer to honor the Lord himself and to show our eagerness to help. We want to avoid any criticism of the way we administer this liberal gift. For we are taking pains to do what is right, not only in the eyes of the Lord but also in the eyes of men.” 2 Corinthians 8:19-21

The Counting Team is responsible for counting and recording all receipts. Head Usher will supervise and direct these activities

## Finance Administrator

“Nothing in all creation is hidden from God’s sight. Everything is uncovered and laid bare before the eyes of him to whom we must give account.” Hebrews 4:13

The Finance Administrator is responsible for oversight and managing all aspects of the church’s financial matters. This includes providing support to the administrative leadership through information analyses (e.g., current financial status and budgetary projections), as well as training and support to the finance ministry team members.

## FINANCIAL REPORTS

Members are looking for the answers to these questions:

1. What we started with
2. What we received
3. What it is intended for
4. What we spent
5. Where it went
6. What we have left
7. How are we doing

## Report Guidelines

1. Make it clear.
2. Make it correct.
3. Make it complete.





4. Make it concise. **ministerial internship program**
5. Make it compelling.

*Balance Sheet Sample & Income Expense Report Sample*

## **CHURCH BUDGET**

The Evangelical Council for Financial Accountability gives ten action steps for a church budgeting process:

1. Evaluate your church's stewardship culture. Are you in a resting season or in a season of change? Approach your budget process accordingly.
2. Determine whether a fiscal year or a calendar year is in the best interest of your church.
3. Establish a strategic plan for budgeting by evaluating the opportunities God has provided and setting appropriate priorities.
4. Lay the ground rules for budgeting, including issues such as restricted gifts, mid-year adjustments, budget timeline and account period, compensation and fringe benefits, budgeting philosophy, and depreciation.
5. Calculate the "Big Number" for expenses based on current church trends, economic indicators, and other factors specific to your church.
6. Consider key drivers that may be of significance when determining projected revenue assumptions.
7. Recognize which portions of the budget are subject to annual relocation and which are not.

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8. Account for the need to build reasonable reserves and determine how the building of reserves will work into your budget process.
9. Plan for significant projects such as church plants and facility or program expansion and decide how to account for this component in your budget process.
10. Devise a plan to structure the ongoing process of budgetary compliance and administration among the various ministries and leaders.

### *Budget Sample*

### **AUDITS**

An audit is a formal examination of financial statements intended to assess the accuracy and thoroughness of financial records.

External Audit

Internal Audit

### **CONCLUSION**

2 Corinthians 8:20-21, Paul says, “We want to avoid any criticism of the way we administer this liberal gift. For we are taking pains to do what is right, not only in the eyes of the Lord but also in the eyes of man.”

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ASSETS

CASH ACCOUNTS

Checking-Truist Bank	\$123,351.47
Money Market-Truist	145,071.99
	<hr/>
Subtotal Cash Accounts	268,423.46

FIXED ASSETS

Church Building/Property	1,145,716.58
Vehicles/Transportation	
2017 Ford Van	23,970.00
Utility Trailer	3,151.07
	<hr/>
Subtotal Vehicles/transportation	27,121.07

Subtotal Fixed Assets	1,172,837.65
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TOTAL ASSETS	<hr/> <hr/> <u>\$1,441,261.11</u>
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LIABILITIES

CURRENT LIABILITIES

PASS THRU CONTRIBUTIONS

Winterfest/Camp Funds	\$58.19
BATCAL Local	2,313.91
Heritage Builders Trips	-4,153.22
	<hr/>
Subtotal Pass Thru Contributions	-1,781.12

OTHER CURRENT LIABILITIES

Credit Card Payable	4,279.18
	<hr/>
Subtotal Current Liabilities	2,498.06

TOTAL LIABILITIES	<hr/> <hr/> <u>2,498.06</u>
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FUND BALANCES

General Fund Balance	\$46,656.14
Discipleship Fund Balance	5,287.46
Children's Ministry FB	3,960.81
Youth Ministry FB	1,308.25
Music & Worship FB	595.05
Outreach Fund Balance	3,496.72
Women's Ministry FB	1,705.27
Men's Ministry FB	2,741.55
Heritage Builders FB	68.20
H.B. Breakfast FB	670.53
Building Fund Balance	56,193.79
Missions Fund Balance	846.00
Local Missions FB	1,974.71
	<hr/>
Subtotal Missions Fund Balance	2,820.71
Buy A Tree Change A Life	-1,500.00
Reserve Fund Balance	145,071.99
Fixed Asset Fund	1,169,686.58

TOTAL FUND BALANCE

1,438,763.05

TOTAL LIABILITIES AND FUND BALANCE

\$1,441,261.11

Second Liberty Baptist Church  
**Income and Expense Statement**  
 Consolidated - January 2023 - June 2023

11/13/2023 12:12 PM

Page: 1

	Current Period	Annual Budget	Annual Budget Percentage
<b>INCOME</b>			
<b>CONTRIBUTIONS</b>			
Tithes and Offerings	\$74,002.15	\$128,000.00	57.81 %
Mem.Association Income	1,825.00	0.00	0.00 %
Building Fund Income	1,300.00	2,000.00	65.00 %
Family & Friends Income	0.00	500.00	0.00 %
Love Offering	300.00	0.00	0.00 %
Missions	616.12	0.00	0.00 %
Pastor's Anniversary	145.00	0.00	0.00 %
Subtotal Contributions	<u>78,188.27</u>	<u>130,500.00</u>	<u>59.91 %</u>
<b>INVESTMENT INCOME</b>			
Checking Account Interest	2.47	6.00	41.17 %
Gen Purp Money Market Int	106.40	96.00	110.83 %
Bldg Fund Money Mark. Int	1.40	0.00	0.00 %
Subtotal Investment Income	<u>110.27</u>	<u>102.00</u>	<u>108.11 %</u>
<b>MISCELLANEOUS INCOME</b>			
Other Income	179.39	0.00	0.00 %
ALMS Ministry	15.00	150.00	10.00 %
Subtotal Miscellaneous Income	<u>194.39</u>	<u>150.00</u>	<u>129.59 %</u>
<b>TOTAL INCOME</b>	<u>78,492.93</u>	<u>130,752.00</u>	<u>60.03 %</u>
<b>EXPENSES</b>			
<b>PERSONNEL</b>			
<b>PASTOR</b>			
Pastor Salary	\$5,775.00	\$11,550.00	50.00 %
Pastor Housing Allowances	11,100.00	22,200.00	50.00 %
Pastor Expense Account	155.36	750.00	20.71 %
Pastor Anniversary	0.00	1,500.00	0.00 %
Clergy Appreciation	0.00	1,400.00	0.00 %
Subtotal Pastor	<u>17,030.36</u>	<u>37,400.00</u>	<u>45.54 %</u>
<b>OTHER SALARY EXPENSES</b>			
Musician Salaries	8,292.00	21,200.00	39.11 %
Support Staff Salaries	9,105.00	18,210.00	50.00 %
Payroll Taxes	1,207.05	3,200.00	37.72 %
Guest:Ministers	450.00	1,600.00	28.13 %
Guest Musicians	0.00	800.00	0.00 %
Subtotal Other Salary Expenses	<u>19,054.05</u>	<u>45,010.00</u>	<u>42.33 %</u>
Subtotal Personnel	<u>36,084.41</u>	<u>82,410.00</u>	<u>43.79 %</u>
<b>OPERATIONAL SUPPORT</b>			
Vehicle Maintenance	5,215.05	1,100.00	474.10 %
General Supplies	921.91	2,200.00	41.91 %
Warehouse Memberships	0.00	150.00	0.00 %
Utilities	6,125.34	8,800.00	69.61 %
Advertising	369.43	500.00	73.89 %
Communications/Internet	2,019.41	2,800.00	72.12 %

Second Liberty Baptist Church  
**Income and Expense Statement**  
Consolidated - January 2023 - June 2023

11/13/2023 12:12 PM

Page: 2

	Current Period	Annual Budget	Annual Budget Percentage
Equipment Purchases	873.75	1,000.00	87.38 %
Equipment Maintenance	3,275.97	5,000.00	65.52 %
Building Maintenance	5,050.90	5,000.00	101.02 %
Grounds Maintenance	2,979.04	6,000.00	49.65 %
Janitorial Supplies	674.03	650.00	103.70 %
Insurance - Bonding	5,476.00	9,400.00	58.26 %
Legal and Accounting	1,665.28	3,200.00	52.04 %
Service Fee & SD Box	102.00	240.00	42.50 %
Online Giving Fees	283.80	500.00	56.76 %
Miscellaneous Expenses	65.05	800.00	8.13 %
<b>Subtotal Operational Support</b>	<b>35,096.96</b>	<b>47,340.00</b>	<b>74.14 %</b>
<b>CHRISTIAN EDUC. MINISTRY</b>			
C/Educ Ministries	1,101.86	3,000.00	36.73 %
Men/Young Men in Christ	0.00	500.00	0.00 %
Women/Seniors in Christ	35.00	500.00	7.00 %
Youth in Christ(GPS)	0.00	1,000.00	0.00 %
Card Ministry	23.32	300.00	7.77 %
<b>Subtotal Christian Educ. Ministry</b>	<b>1,160.18</b>	<b>5,300.00</b>	<b>21.89 %</b>
<b>ORGANIZATIONAL MINISTRIES</b>			
Diaconate Ministry	1,610.88	700.00	230.13 %
Emergency Benevolent Fund	0.00	1,200.00	0.00 %
Family & Friends Day	0.00	1,500.00	0.00 %
Trustee Ministry	166.59	50.00	333.18 %
Music Ministry	0.00	600.00	0.00 %
Usher Ministry	74.00	175.00	42.29 %
Food Ministry	426.78	3,000.00	14.23 %
Memorial Ministry	0.00	100.00	0.00 %
Flowers & Decorations Min	102.97	150.00	68.65 %
Media Ministry (A/V)	900.00	1,600.00	56.25 %
Scholarships	100.00	2,500.00	4.00 %
Missionary Ministry	1,295.00	2,080.00	62.26 %
Missions Outreach	1,450.00	5,800.00	25.00 %
<b>Subtotal Organizational Ministries</b>	<b>6,126.22</b>	<b>19,455.00</b>	<b>31.49 %</b>
<b>OTHER EXPENSES</b>			
ALMS Ministry Expenses	0.00	500.00	0.00 %
<b>BLDG FUND EXPENSE</b>			
Repairs/Improvements	0.00	10,000.00	0.00 %
Equipment Purchases	0.00	10,000.00	0.00 %
<b>Subtotal Bldg Fund Expense</b>	<b>0.00</b>	<b>20,000.00</b>	<b>0.00 %</b>
<b>TOTAL EXPENSES</b>	<b>78,467.77</b>	<b>175,005.00</b>	<b>44.84 %</b>
<b>EXCESS INCOME/EXPENSES</b>	<b>\$25.16</b>	<b>(\$44,253.00)</b>	<b>(0.06)%</b>

## Budget Projection - 2021

INCOME	Tithes	247,000.00
	General Offerings	37,000.00
	Cell Tower Rent	14,000.00
	Rental Property	<u>14,000.00</u>
	<b>TOTAL INCOME</b>	<b>312,000.00</b>
EXPENSES	<b>PASTORAL SALARIES</b>	
	Pastor Salary	26,270.00
	Youth Pastor Salary	11,000.00
	Children's Pastor Salary	7,200.00
	Worship Leader Salary	<u>5,200.00</u>
	Subtotal Pastoral Salaries	49,670.00
	<b>PASTORAL SUPPLEMENT</b>	
	Pastor Housing	31,190.00
	Youth Pastor Housing	24,000.00
	Children's Pastor Housing	9,300.00
	Pastor Supplement	8,000.00
	Youth Pastor Supplement	5,000.00
	Pastor Retirement	4,310.00
	Pastoral Conferences	1,700.00
	Pastor Professional Exp	5,000.00
	Pastoral Appreciation	3,200.00
	Pastoral Christmas Bonus	<u>3,700.00</u>
	Subtotal Pastoral Supplement	95,400.00
	<b>SUPPORT STAFF</b>	
	Secretary Salary	3,150.00
	Custodian Salary	9,178.00
	Office Staff Appreciation	<u>200.00</u>
	Subtotal Support Staff	12,528.00
	<b>EMPLOYER EXPENSES</b>	
	Staff Training	200.00
	Payroll Taxes	<u>8,000.00</u>
	Subtotal Employer Expenses	8,200.00
	<b>ADMINISTRATIVE EXPENSE</b>	
	Advertising	400.00
	Background Checks	150.00
	Copyright License	500.00
	Management Software	500.00
	Planning Center	800.00
	Dues & Publications	400.00
	Office Equip Leasing	3,300.00
	Office Supplies	1,000.00
	Online Fees	4,700.00
	Postage	800.00
	Financial Services	<u>2,400.00</u>
	Subtotal Administrative Expense	14,950.00
	<b>COVENANT TITHE</b>	
	International COG	12,350.00

State COG	<u>12,350.00</u>
Subtotal Covenant Tithe	24,700.00
BUILDING & GROUNDS	
CHURCH MORTGAGE	
Church Mortgage-Principal	22,000.00
Church Mortgage-Interest	<u>9,000.00</u>
Subtotal Church Mortgage	31,000.00
INSURANCE	
Liability Insurance	4,800.00
Vehicle Insurance	<u>1,500.00</u>
Subtotal Insurance	6,300.00
UTILITIES & SERVICES	
Electricity	10,850.00
Water & Sewer	3,800.00
Propane Gas	5,500.00
Waste	1,200.00
Security	2,500.00
Phones & Internet	<u>5,400.00</u>
Subtotal Utilities & Services	29,250.00
MAINTENANCE & UPKEEP	
Building Maintenance	2,000.00
Parsonage Maintenance	1,000.00
Grounds Maintenance	2,000.00
Custodial Supplies	800.00
Kitchen Supplies	1,000.00
Piano Tuning	225.00
Equipment -upkeep/repairs	350.00
Improvements -Bldg	<u>9,800.00</u>
Subtotal Maintenance & Upkeep	17,175.00
VEHICLES	
Vehicle Maintenance	1,000.00
Vehicle Tags/License	<u>400.00</u>
Subtotal Vehicles	1,400.00
CHURCH MINISTRIES	
Church Service Supplies	300.00
Flowers & Decor	400.00
Hospitality -FACE	500.00
Church Fellowships	1,200.00
Church Resources	300.00
Guest Speakers	800.00
Media Ministry Exp	2,000.00
Ministry Leaders Apprec	1,000.00
SPECIAL EVENTS	
Christmas Production	<u>800.00</u>
Subtotal Church Ministries	7,300.00
OTHER EXPENSES	

Taxes-Rental Property	300.00
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<b>TOTAL EXPENSES</b>	<b><u>298,173.00</u></b>
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TRANSFERS To Children's Ministry	1,000.00
To Youth Ministry	1,000.00
To Worship Ministry	1,000.00
To Outreach Ministry	1,000.00
To Heritage Builders Ministry	<u>1,000.00</u>

<b>TOTAL TRANSFERS</b>	<b>5,000.00</b>
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ministerial internship program

*The Progression  
of Your Calling*

**HANDOUTS**

**WIP**







## THE PROGRESSION OF YOUR CALLING

Are you on your way to minister? Or are you ministering on your way?

### Reasons People go into Ministry

- A \_\_\_\_\_ profession
- The \_\_\_\_\_ aspect
- Other people's \_\_\_\_\_
- Good \_\_\_\_\_ in church
- Other \_\_\_\_\_ influence
- A desire to \_\_\_\_\_
- A strong desire to \_\_\_\_\_
- A \_\_\_\_\_ from God

*But when he who had set me apart from my mother's womb and called me by His grace, was pleased. Galatians 1:15 ESV*

*Paul, a servant of Jesus Christ, called to be an apostle, separated to the gospel of God. Romans 1:1 KJV*

*And I thank Christ Jesus our Lord who has enabled me, because He counted me faithful, putting me into the ministry. 1 Timothy 1:12 KJV*

### Determining God's Will

- A \_\_\_\_\_ leap of \_\_\_\_\_ into the \_\_\_\_\_?
- A \_\_\_\_\_?
- A \_\_\_\_\_?
- A special \_\_\_\_\_ from \_\_\_\_\_?
- Doing what others \_\_\_\_\_ us to do?
- Putting \_\_\_\_\_ a \_\_\_\_\_?

**WIP**



## ministerial internship program

### 10 principles to know the will of God

1. \_\_\_\_\_ on the \_\_\_\_\_ you have \_\_\_\_\_.
2. \_\_\_\_\_ a wholehearted \_\_\_\_\_ in God.
3. Cultivate \_\_\_\_\_ to the \_\_\_\_\_.
4. Consider \_\_\_\_\_ your \_\_\_\_\_ and your \_\_\_\_\_.
5. Realize you are \_\_\_\_\_ and \_\_\_\_\_ to \_\_\_\_\_.
6. Make your \_\_\_\_\_ and your \_\_\_\_\_ known.
7. Check \_\_\_\_\_ out
8. Allow God to \_\_\_\_\_ His \_\_\_\_\_ in His own \_\_\_\_\_.
9. Test the \_\_\_\_\_
10. Submit to the \_\_\_\_\_

### Confirming your calling

1. Inner \_\_\_\_\_
2. Divine \_\_\_\_\_
3. A \_\_\_\_\_ for the Word of God
4. A \_\_\_\_\_
5. \_\_\_\_\_ by God's \_\_\_\_\_ upon your \_\_\_\_\_
6. \_\_\_\_\_ by the Church

a. *As they ministered to the Lord, and fasted, the Holy Ghost said, separate me Barnabas and Saul for the work whereunto I have called them. Acts 13:2*

### Preparing for the call

### Progression of the call

### Resources

- The Power of the Call by: Henry Blackaby & Henry Brandt
- Hearing God's Call & Doing His Will by: Jerald J. Daffe

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