



Church Planning Guide

Calendar of Activities September 2011 – December 2012



Church _____

Personal Copy _____

Produced by the West Virginia Convention of Southern
Baptists as a Cooperative Program Ministry

Our Church Council

Pastor _____
Phone _____

S. S. Director _____
Phone _____

D. T. Director _____
Phone _____

WMU Director _____
Phone _____

Brotherhood Director _____
Phone _____

Minister of Music _____
Phone _____

Min. of Education _____
Phone _____

Minister of Youth _____
Phone _____

Chairman of Deacons _____
Phone _____

Missions Development Chmn. _____
Phone _____

Evangelism Chairman _____
Phone _____

Church Media Library Dir. _____
Phone _____

Church Clerk _____
Phone _____

Church Treasurer _____
Phone _____

Church Secretary _____
Phone _____

Other _____

Our Associational Directory

Ch. Planting Catalyst _____
Phone _____

Moderator _____
Phone _____

Clerk _____
Phone _____

Treasurer _____
Phone _____

S. S. Director _____
Phone _____

WMU Director _____
Phone _____

Brotherhood Director _____
Phone _____

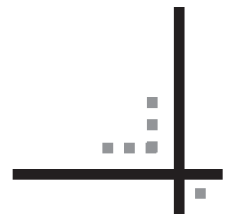
Music Director _____
Phone _____

Stewardship Chmn. _____
Phone _____

Evangelism Chmn. _____
Phone _____

Missions Chmn. _____
Phone _____

State Exec. Bd. Members _____





Dear Friends,

We all know the importance of planning if our work is to succeed! I believe this planning guide will be a valuable resource in your preparation for the months ahead. Someone has said, "If you fail to plan, you plan to fail". So, we hope that you will use this tool to be as effective as possible.

If you need more copies of this planning guide, we will be happy to provide as many as you can use. Feel free to call our offices and ask to speak with Randy Spurgeon or his Administrative Assistant, Terrie Hannah and either of them will be glad to help you.

Thank you for all you are doing for the cause of Christ in the local church. Again, if we can help you in any way, please call upon us at the State Office in Scott Depot by calling locally 304-757-0944 or toll free at 800-411-5758.

Sincerely,

Terry Harper
Executive Director-Treasurer



West Virginia Convention of Southern Baptists Web Site:

www.wvcsb.org

To Contact Your State Convention Staff

Phone 304-757-0944 or Toll Free 800-411-5758 (In State Only)

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, Director of Evangelism

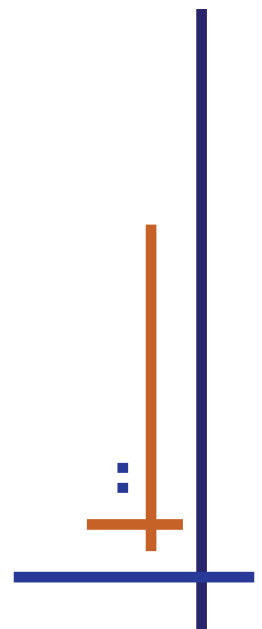
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Volunteers on Mission

Terry and Darlene Vaughan
Partnership Coordinators
Phone 304-769-0378
E-mail: terryvaughan@wvcsb.org



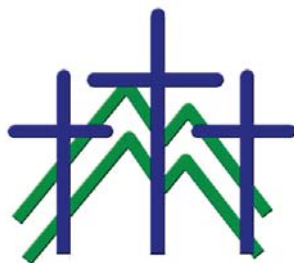
Florida-West Virginia Partnership

To coordinate the requests of West Virginia churches with volunteers from Florida

2010-2013



Recognition and Mobilization of West Virginia Volunteers



Appalachian Regional Ministry

Bill Barker, Director
Phone 606-316-4298

To mobilize Southern Baptists and their resources to provide ministries, to evangelize the lost, to assist existing churches and to start new churches in the multi-state region of Appalachia.



WVCSB Disaster Relief

Giving a cup of cold water in Jesus' name

***LifeWay Conference Center
at Ridgecrest, N.C.***

Phone 828-669-8022

Reservations 800-588-7222

For information regarding schedule and rates, contact LifeWay at 615-251-2941 or www.lifeway.com, click on conference centers.

The West Virginia Convention of Southern Baptists
is in a partnership with
Liberty University of Lynchburg, VA,
whereby any Pastor or Youth Pastor may study for
his Associate Degree, Bachelor's Degree,
Masters or Doctorate Degree
tuition free
in Liberty's external degree program.
The student will have to buy his books and/or
CDs, but full tuition is covered.

**Contact Terry Harper at the Convention Office
for further information.**

Week of Prayer

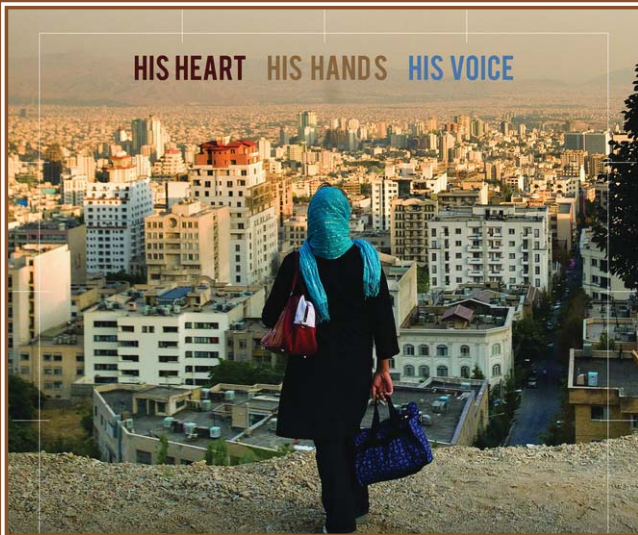
West Virginia Missions & the Ola Cox Missions Offering
September 11-18, 2011



"I have become all things to all people, so that I may by all means save some."

1 Corinthians 9:22b HCSB

State Goal \$ 117,500



Week of Prayer for
International Missions
Lottie Moon Christmas Offering
Dec. 4-11, 2011



Southern Baptist
i am missions

National Goal: \$175 million

WV Goal: \$230,000

Week of Prayer for
NORTH AMERICAN MISSIONS
MARCH 4-11, 2012

NATIONAL GOAL: \$70 MILLION
WV GOAL: \$175,000



CHECKLIST AND REMINDERS

SEPTEMBER 2011

GENERAL

- _____ Mission project requests for Spring 2012 need to be submitted
- _____ Men and Boys Retreat, Sept. 16-17
- _____ Elect associational messengers and/or Executive Board Members
- _____ Elect messengers to state convention
- _____ Compile Annual Church Profile by October 12, 2011

EVANGELISM

- _____ Finalize revival preparation strategy for fall evangelistic outreach meetings (i.e. prayer meetings, prospect & community visitation, decision counselor training, etc.)
- _____ Plan a Fifth Quarter Fellowship/Outreach for your youth department
- _____ Plan and encourage students to participate in See You at the Pole, campus prayer strategy on Wednesday, Sept. 21
- _____ Plan a special service for October 2, Soul Winning Commitment Day, *Praying Your Neighbors to Christ*
- _____ Request information for NAMB summer missionaries from Director of Evangelism

STEWARDSHIP

- _____ Use Cooperative Program and Budget materials for Stewardship Emphasis

SUNDAY SCHOOL

- _____ Conduct S.S. kickoff if you did not do so in August
- _____ Identify and enlist potential S.S. workers to start new classes in December or January
- _____ Conduct a back-to-school enrollment/attendance emphasis
- _____ Attend Fall Sunday School Training Conference nearest you
- _____ Begin new satellite Bible studies
- _____ Begin new teaching units
- _____ Participate in Sunday School High Attendance Day, *Great Day in the Mountains*, Oct. 2

DISCIPLESHIP

- _____ Order appropriate materials and enlist leaders to prepare children for State Children's and Youth Bible Drill, May 5, 2012
- _____ Pastors identify persons they will disciple
- _____ Begin new discipleship groups

CHURCH MUSIC

- _____ Complete plans for your Christmas music programs. If you have not done so, order all your required music. Begin rehearsals.

WOMAN'S MISSIONARY UNION

- _____ Be sure State Missions Prayer Guides are distributed by the first day of September
- _____ Promote and participate in the Week of Prayer for State Missions and the Ola Cox State Missions Offering, Sept. 11-18
- _____ Complete annual planning and a budget for the year according to church procedures
- _____ Be sure each leader has WMU Year Book; appropriate age-level magazines, resource kits, the How-To Involve...(age-groups: Preschool, Children, Students, Adults), and other necessary resources.
- _____ Provide training for leaders
- _____ Complete plans with pastor and church council/planning group for Cooperative Program Emphasis in October
- _____ Complete plans with pastor and church council/planning group for World Hunger Day Emphasis, October 9
- _____ Pray for your leaders

MEN'S MINISTRIES

- _____ Reservations should be in for the Men and Boys Retreat, *Living with Urgency*, Sept. 16-17
- _____ Secure materials, make plans for Royal Ambassadors for the new year
- _____ Monthly Brotherhood meeting: decide October mission project
- _____ What kind of outreach event can you do for the fall hunting or fishing season?
- _____ Take men and boys to the movie *Courageous*

WOMEN'S MINISTRIES

- _____ Participate in the Week of Prayer for State Missions and the Ola Cox Offering, September 11-18
- _____ Complete plans and budget for the year according to church procedures
- _____ Provide leaders with appropriate resources.
- _____ Provide training for leaders
- _____ Pray for your leaders

CHURCH PLANTING

- _____ East Asia Planning Group Trip
- _____ Basic Training Journey, Sept. 22-24

September 2011	Denominational Dates	
	4	Single Adult Sunday
	11-17	Church Music Emphasis Worship Music Week
	18	Anti-Gambling Sunday
	19	Discipleship Rally

ASSOCIATIONAL DATES	

2011 PLANNING DATES	

<h1>September 2011</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Labor Day	6	7	8	9	10 WVCSB Exec. Board
11	12	13	14	15	16 Men & Boys Retreat, 16-17	17
Week of Prayer for State Missions and Ola Cox Offering, 11-18						
18	19 Church Planter Networks	20	21	22	23 WVCSB Nom. Committee & Committee on Committees WMU Officers' Council, 23-24	24
25	26	27	28	29	30	

CHECKLIST AND REMINDERS

OCTOBER 2011

GENERAL

- Make plans to attend WVCSB Annual Meeting at Westview Baptist Church, Martinsburg, Nov. 4-5
- Bivocational Ministers Appreciation Day, October 16
- New Ministers Orientation, October 6
- Florida Partnership requests need to be submitted to State Director of Missions
- Associations contact State Director of Missions for planning of On Mission Celebrations

EVANGELISM

- Prepare for summer 2012 - Request NAMB summer missionary information
- Emphasize personal & church wide evangelism on October 2, Soul Winning Commitment Day, *Praying Your Neighbors to Christ*
- Lead a Fifth Quarter Fellowship/Outreach for your church's youth
- Promote Youth Evangelism Conference, *Live with Urgency*, at WV Nazarene Camp in Summersville, Jan. 20-21, 2012

STEWARDSHIP

- Observe Cooperative Program Month in October
- Establish and approve church budget for new church year
- Use a year-round stewardship emphasis to educate church members

SUNDAY SCHOOL

- Review/revise your order for winter curriculum
- Assign prospects discovered during fall revivals to appropriate teaching units
- Train potential S.S. Workers to start new classes in December or January
- Participate in Sunday School High Attendance Day, *Great Day in the Mountains*, Oct. 2

DISCIPLESHIP

- Pastors identify persons they will disciple
- TeamKID is an excellent comprehensive approach to children's ministry; consider starting a group this fall
- Enlist and equip leaders for new discipleship groups you want to start in December
- Consider starting a "short-term" Discipleship study
- Begin working with Children's and Youth Bible Drill

CHURCH MUSIC

- If not already done so, begin rehearsals on Christmas music

WOMAN'S MISSIONARY UNION

- Carry out assignments related to World Hunger Day (Oct. 9) and Cooperative Program Emphasis
- Order study materials for the International Missions Study, Dec. 4-11
- Enlist teachers who will teach the mission studies for each age-level during the Week of Prayer for International Missions and give out the materials you ordered.
- Complete plans for the Week of Prayer for International Missions and Lottie Moon Christmas Offering, Dec. 4-11
- Set an offering goal according to church procedure
- Attend the annual meeting in your association
- Begin a new missions education unit (Women on Missions, Girls in Action, Acteens, Youth on Mission, Children in Action, Mission Friends, RAs, Challengers, even Baptist Men on Mission!)
- Pray for your leaders

MEN'S MINISTRIES

- Plan ways to involve boys without dads in outdoor hunting activities
- Conduct mission project
- Monthly Brotherhood meeting: mission project idea - who can you help prepare for winter?
- Is there a new church you can assist with visitation, remodeling or other needs?
- Decide on a November mission activity

WOMEN'S MINISTRIES

- Participate in church activities related to World Hunger Day and Cooperative Program Emphasis
- Continue Bible study groups
- Plan a mission ministry outreach

DISASTER RELIEF

- Attend quarterly associational meeting regarding Disaster Relief
- Check with Blue hat leader for upcoming Yellow hat training in your association

October 2011	Denominational Dates
	Cooperative Program Emphasis
	2 Soul-Winning Commitment Day
	9 World Hunger Sunday

ASSOCIATIONAL DATES

2011 PLANNING DATES

<h1>October 2011</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 Great Day in the Mountains	3	4	5	6 New Ministers Orientation	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

CHECKLIST AND REMINDERS

NOVEMBER 2011

GENERAL

- Pastors' Conference, November 3
- Ministers' Wives Fellowship, November 3
- Attend WVCSB Annual Meeting, Westview Baptist Church, Martinsburg, Nov. 4-5
- Decide how much you will contribute to a WVCSB Foundation Fund
- Promote Project 10:2 Day of Prayer

EVANGELISM

- Mail NAMB summer missionary forms to Director of Evangelism at the state office
- Start to make plans now for your spring revival/evangelism meeting
- Develop a strategy to register and follow-up on guests to your church's Christmas musical or theatrical presentation
- Plan a Christmas party for your youth department
- Find out dates for your collegians' final exams and send them an Exam Survival Kit/Care Package
- Promote Youth Evangelism Conference at WV Nazarene Camp in Summersville, Jan. 20-21, 2012
- Plan and execute a Thanksgiving servant evangelism project
- For ideas and resources, please call on your Director of Evangelism

STEWARDSHIP

- Emphasize year-round stewardship with monthly highlights
- Continue with Mission Moments in worship service

SUNDAY SCHOOL

- Calendar Christmas fellowship activities and begin plans
- Order January Bible Study materials, determine dates, teachers, etc.
- Conduct activities to find new prospects (People Search, telephone survey, Who Do Cards)
- Continue potential worker training class
- SS Directors and Pastors lunch at the WVCSB Annual Meeting, Friday, Nov. 4; Register at 800-411-5758

DISCIPLESHIP

- Pastors identify persons they will disciple
- Promote new discipleship groups scheduled to begin in December

CHURCH MUSIC

- Wrap up Christmas plans - consider using Christmas presentations as outreach or ministry activities at the mall, senior citizen homes, or nursing homes
- Make plans for singing at State Convention

WOMAN'S MISSIONARY UNION

- Promote the Week of Prayer for International Missions and the Lottie Moon Christmas Offering, Dec. 4-11
- Enlist new members
- Begin promoting WMU Missions Celebration, April 27-28
- Pray for your leaders

MEN'S MINISTRIES

- Monthly Brotherhood meeting: mission project - what needy families can you assist with Thanksgiving or Christmas?
- Conduct winterizing mission project
- Conduct outreach events for fall hunting season; football, basketball activities

WOMEN'S MINISTRIES

- Continue Bible study groups
- Enlist new members
- Plan and conduct a ministry project
- Plan participation in International mission study
- Pray for your leaders

SUMMER MISSION TRIP 2012

- Decide where you want to go and what you want to do; make contacts
- If you need ideas, check with the association or state convention

FOUNDATION

- "Friends of the Foundation" supper, at Westview, Friday, Nov. 4

DISASTER RELIEF

- Check out the Disaster relief booth at the State Convention Meeting, Nov. 4-5

November 2011	Denominational Dates	
	6	Children's Missions Celebration Day

ASSOCIATIONAL DATES

2011 PLANNING DATES

<h1>November 2011</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3 WVCSB Exec. Board Pastors' Conference Ministers' Wives Church Planter Networks	4 WVCSB Annual Meeting, 4-5	5
6 Daylight Saving Time Ends	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24 Thanksgiving	25 Office Closed	26
27	28	29	30			

CHECKLIST AND REMINDERS DECEMBER 2011

EVANGELISM

- Promote Youth Evangelism Conference at WV Nazarene Camp in Summersville, Jan. 20-21, 2012
- Consider simple ways of serving others in order to show the love of Jesus during this season of the Savior's birth (e.g., provide free gift-wrapping, free child-care for Christmas shoppers, etc.)
- Register every guest at your Christmas events in order to follow-up in the New Year with a personal presentation of the gospel
- Begin promoting and recruiting disciple-makers for your spring visitation/evangelism strategy
- Host a Christmas party for the students in your church and community
- Continue formulating plans for spring revival/evangelism meeting
- Plan and promote an evangelistic Super Bowl party for Feb. 5, 2012
- Are there international students to whom you can minister during Christmas?
- GPS - Event Evangelism: what event can you plan or partner in to meet people and to share the gospel?
- Promote Project 10:2 Day of Prayer

STEWARDSHIP

- Receive Mission Moments Prayer Calendar
- Focus on Lottie Moon Offering in each worship service

SUNDAY SCHOOL

- Continue plans to promote and conduct January Bible Study activities
- Conduct Christmas fellowship activities
- Make sure Care Group Leaders are ministering to their class members
- Support the Week of Prayer for International Missions
- Identify and enlist potential workers to start new classes in March
- Start new classes
- Make plans to attend Ridgecrest for leader training

DISCIPLESHIP

- Begin making study plans for spring
- Experiencing God, MasterLife, Fresh Encounter are all excellent studies to consider conducting in the spring
- Make plans to attend Ridgecrest for leader training
- Consider starting TeamKIDS with your children in January
- Pastors identify persons they will disciple
- Start new discipleship groups

FAMILY MINISTRY

- Make preparation for special "Sanctity of Human Life" emphasis for Jan. 15, 2012
- Prepare your couples for the Marriage Enrichment Weekend in March

CHURCH MUSIC

- Finalize rehearsals
- Present program(s)

WOMAN'S MISSIONARY UNION

- Participate in the Week of Prayer for International Missions and the Lottie Moon Christmas Offering, Dec. 4-11
- Finalize plans for Focus on WMU, February 13-19
- Order resources for Week of Prayer for North American Missions and the Annie Armstrong Easter Offering, March 4-11
- Enlist teachers for all age levels to teach the North American Missions Study, March 4-11
- Promote Children's Ministry Day, February 18, locations to be announced
- Promote WMU Missions Celebration, April 27-28
- Pray for your leaders

MEN'S MINISTRIES

- Minister to needy families
- How can you make the Christmas season meaningful for your family?
- Mission project: assist the local school to help hurting families

WOMEN'S MINISTRIES

- Participate in the Week of Prayer for International Missions and the Lottie Moon Christmas Offering, Dec. 4-11
- Continue Bible studies
- Plan and conduct an outreach ministry
- Plan quarterly gathering

DISASTER RELIEF

- Check disaster relief units and equipment for routine maintenance

December 2011

Denominational Dates

4-11 Week of Prayer and Mission Study for International Missions & Lottie Moon Christmas Offering

ASSOCIATIONAL DATES

2011 PLANNING DATES

December 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
Week of Prayer for International Missions & Lottie Moon Offering, 4-11						
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25 Christmas	26 Office Closed 12/26	27 12/30	28	29	30	31

CHECKLIST AND REMINDERS

JANUARY 2012

GENERAL

- WVCSB Executive Board, January 14
- Make plans to attend Ridgecrest Conference Center this summer for Leadership Training
- Make plans to attend Deacon Training Conference nearest you, February 10-11
- Make your summer mission trip plans; contact the state office if you need help
- Promote Project 10:2 Day of Prayer

EVANGELISM

- Attend Youth Evangelism Conference at WV Nazarene Camp in Summersville, Jan. 20-21
- Plan and implement a Fifth Quarter Fellowship/Outreach event for your youth department
- Finalize plans and continue promoting an evangelistic Super Bowl party for February 5
- Determine your event evangelism strategy
- Plan a *True Love Waits* emphasis for your students
- Conduct a *know your testimony* emphasis

STEWARDSHIP

- Continue monthly stewardship emphasis
- Use Mission Moments Booklet
- Contact Greg Wrigley at the Convention office to make your Foundation donation

SUNDAY SCHOOL

- Begin new teaching units
- Make plans to conduct some type of outreach activity this quarter
- Send in reservations for Ridgecrest S.S. weeks
- Conduct January Bible Study for all ages
- Conduct potential worker training to start new classes in March
- Identify sites for satellite Bible studies
- Start planning for VBS: date and Director chosen
- VBS - Associations: have your VBS team enlisted for the February training

DISCIPLESHIP

- Still time to begin Children's and Youth Bible Drill preparations
- Send in your reservations for leader training events at Ridgecrest
- Consider starting TeamKIDs as an excellent comprehensive approach to children's ministry
- Enlist and equip leaders for new discipleship groups you plan to start in March

FAMILY MINISTRY

- Promote Marriage Enrichment Retreat, March 16-17
- Get materials for Sanctity of Human Life Sunday, January 15

CHURCH MUSIC

- Make plans to present Easter Music; order music
- Register for Worship Leadership Conference at Ridgecrest
- Make plans for YSC (Youth Sing Celebration) April 21

WOMAN'S MISSIONARY UNION

- Finalize plans for the Week of Prayer for North American Missions and the Annie Armstrong Easter Offering, Mar. 4-11
- Finalize plans for Focus on WMU, February 13-19
- Set an Annie Armstrong Easter Offering goal according to church procedure
- Promote attendance for the WMU Missions Celebration, April 27-28
- Promote Children's Ministry Day (for all children, boys and girls), February 18, locations to be announced
- Promote Missions Camp; encourage workers with children and youth to apply as volunteer cabin leaders; July 23-27
- Begin a new missions education unit

MEN'S MINISTRIES

- Monthly Brotherhood meeting
- Mission project: plan a fellowship with unchurched friends for the Super Bowl

WOMEN'S MINISTRIES

- Continue Bible studies
- Plan and conduct ministry project(s)
- Promote attendance for the WMU Missions Celebration, April 27-28

DISASTER RELIEF

- Blue hats check with association for missions updates
- Attend quarterly associational meeting regarding Disaster Relief

January 2012	Denominational Dates	
	2-6	January Bible Study
	15	Sanctity of Human Life Sunday
	29	Day of Prayer for the SBC

ASSOCIATIONAL DATES

2012 PLANNING DATES

<h1>January 2012</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2	3	4	5	6	7
8	9	10	11	12	13	14 WVCSB Exec. Board
15	16	17	18	19	20 Youth Evangelism	21 Conference, 20-21
22 _____ Staff/M	23 _____ Missionary Update, 22-24	24 _____	25	26	27	28
29	30	31				

CHECKLIST AND REMINDERS

FEBRUARY 2012

GENERAL

- Make reservations for the Bivocational Pastors Retreat, Stonewall Lodge, March 2-3
- Volunteer Recognition Sunday, Feb. 26
- Attend Deacon Training Conference nearest you, February 10-11
- Associations contact State Director of Missions office for planning of On Mission Celebrations
- Attend Church Planting Network meeting at the State Office, Feb. 27
- Promote Project 10:2 Day of Prayer

EVANGELISM

- Conduct a *How to Use a Gospel Tract* sermon
- Implement an evangelistic Super Bowl party on February 5
- Conduct a *True Love Waits* emphasis
- Plan a Disciple Now weekend for your teens

STEWARDSHIP

- Promote monthly stewardship emphasis
- Secure materials for Cooperative Program Day, April 22

SUNDAY SCHOOL

- Send in reservations for S.S. weeks at Ridgecrest (if not already done so)
- Enlist workers for VBS; order materials; make your plans to link-up with another church or chapel to help them conduct VBS
- VBS - Associations: have your team at the Feb. 25 Clinic

DISCIPLESHIP

- Continue Children's Bible Drill preparation
- Evaluate what short-term studies are currently being offered; consider adding a course or two to meet peoples' needs
- Make plans to conduct Baptist Doctrine Study in your church in April
- If not known, call the associational office to find when the Assoc. Children's & Youth Bible Drills are to be conducted
- Promote new discipleship groups scheduled to meet in March
- Make mentoring assignments

FAMILY MINISTRY

- Make plans to attend the Marriage Enrichment Retreat, March 16-17

CHURCH MUSIC

- Prepare Easter Music
- Prepare music for YSC (Youth Sing Celebration) April 21

WOMAN'S MISSIONARY UNION

- Lead church to participate in Focus on WMU, February 13-19
- Promote Week of Prayer for North American Missions and the Annie Armstrong Easter Offering, March 4-11
- Promote and enlist children (all ages, boys and girls) to attend Children's Ministry Day, locations TBA, February 18
- Promote WMU Missions Celebration, April 27-28
- Plan with pastor and church council promotion of Cooperative Program Sunday April 22
- Promote Missions Camp and enlist cabin leader volunteers; Parchment Valley, July 23-27
- Enlist new members. Begin new groups.
- Pray for your leaders

MEN'S MINISTRIES

- Baptist Men's Planning Meeting, Shoney's at Flatwoods, for Assoc. Men's Leaders, 11:00 a.m., Feb. 18
- Monthly Brotherhood meeting
- Conduct Super Bowl fellowship
- Decide on a mission project for March
- Plan an outdoor activities day for the boys in your church

WOMEN'S MINISTRIES

- Plan and conduct ministry project(s)
- Promote Children's Ministry Day, location to be announced, February 18
- Pray for your leaders

MISSION TRIP 2012

- Enlist participants; make travel plans, begin securing supplies; arrange housing

DISASTER RELIEF

- Check disaster relief units and equipment for routine maintenance
- Contact Blue hat leader for Chaplaincy training in your state

February 2012	Denominational Dates	
	True Love Waits Emphasis	
	12	Racial Reconciliation Sunday
	13-19	Focus on WMU
	18	Children's Ministry Day

ASSOCIATIONAL DATES

2012 PLANNING DATES

<h1>February 2012</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10 Deacon Training, 10-11	11
12	13	14	15	16	17	18 Men's Ministry Planning Mtg. Children's Ministry Day
19	20	21	22	23	24	25 State VBS Clinic
26	27 Church Planter Networks - State Office	28	29			

CHECKLIST AND REMINDERS

MARCH 2012

GENERAL

- _____ Bivocational Pastors Retreat, Stonewall Lodge, March 2-3
- _____ Promote Project 10:2 Day of Prayer

EVANGELISM

- _____ Execute your plans for Student Week, March 4-10
- _____ Finalize Easter celebration plans - a great time of year to point your community to our risen Savior! (Easter is April 8)
- _____ Plan an Easter servant evangelism project (e.g., community-wide Easter egg hunt with emphasis on sharing the gospel)
- _____ For ideas and resources, please call on your Director of Evangelism
- _____ College student mission trip to NY City

STEWARDSHIP

- _____ Plan for Cooperative Program Day, April 22
- _____ Make your gifts to the Foundation fund of your choice

SUNDAY SCHOOL

- _____ Associations: get your Assoc. Sunday School training team ready to come to the April 21 Clinic
- _____ Identify and enlist potential S.S. workers to start new classes in June
- _____ Enlist your VBS workers to attend your Associational VBS Clinic
- _____ Continue VBS planning as a team
- _____ Start satellite Bible studies
- _____ Start new classes
- _____ Where can you have VBS in addition to the church building?
- _____ Plan a high attendance day in Sunday School for Easter Sunday

DISCIPLESHIP

- _____ Make sure qualifying children and youth participate in church and associational Bible Drill
- _____ Pastors identify persons they will disciple
- _____ Consider conducting Baptist Doctrine Study in your church
- _____ Start new discipleship groups

FAMILY MINISTRY

- _____ Continue to enlist couples to attend Marriage Enrichment Retreat, March 16-17

CHURCH MUSIC

- _____ Prepare Easter Music
- _____ Prepare music with your Youth for YSC, April 21

WOMAN'S MISSIONARY UNION

- _____ Make hotel reservations for WMU Missions Celebration, April 27-28
- _____ Promote Week of Prayer for North American Missions and the Annie Armstrong Easter Offering, March 4-11
- _____ Plan with pastor/church council promotion of Cooperative Program Sunday, Apr. 22, according to church procedure
- _____ Promote Missions Camp and enlist cabin leader volunteers; Parchment Valley, July 22-27
- _____ Enlist new members and begin new groups.
- _____ Pray for your leaders

MEN'S MINISTRIES

- _____ Monthly Brotherhood meeting
- _____ Conduct March mission project
- _____ Decide on an April mission project

WOMEN'S MINISTRIES

- _____ Continue Bible studies
- _____ Plan a ministry outreach project
- _____ Enlist new members
- _____ Plan a quarterly gathering
- _____ Make hotel reservations for WMU Missions Celebration, April 27-28
- _____ Pray for your leaders

CHURCH PLANTING

- _____ Basic Training Journey, March 8-10

CHECKLIST AND REMINDERS

APRIL 2012

GENERAL

- WVCSB Executive Board Meeting, April 14
- Send in Mountaineer Manor Scholarship requests
- Promote Project 10:2 Day of Prayer

EVANGELISM

- Plan and/or implement a servant evangelism project for school administrators and teachers this month and/or next (e.g., cater lunch, write individualized notes of thanks/encouragement, bless them with goodies, etc.)
- Plan a Graduate Recognition Sunday for either May or June
- Make plans for an End-of-School fellowship/outreach event for students
- Plan a special community outreach service for next month in order to commemorate Memorial Day
- Find out dates for your collegians' final exams in order to send them an Exam Survival Kit/Care Package
- For ideas and resources, please call on your Director of Evangelism

STEWARDSHIP

- Observe Cooperative Program Day, April 22

SUNDAY SCHOOL

- Update your present prospect files
- Begin planning a new Prospect Search activity to conduct during the spring
- Train potential S.S. workers to start new classes in June or September
- Associations: have your Assoc. Sunday School Training Team at the April 21 training

DISCIPLESHIP

- Conduct church and associational Children's and Youth Bible Drills; send names of qualifiers to state Discipleship Training office
- Pastors identify persons they will disciple
- Conduct Baptist Doctrine Study in your church
- Enlist and equip leaders for new groups you hope to start in June
- Plan a one day Sunday School training event for your workers

CHURCH MUSIC

- Attend YSC (Youth Sing Celebration), April 21

WOMAN'S MISSIONARY UNION

- Participate in Cooperative Program Sunday, April 22
- Finalize plans for Baptist Associations Emphasis, May 20-26
- Enlist children and youth to attend Missions Camp, Parchment Valley Conference Center, Ripley, July 23-27
- Enlist cabin leader volunteers for Missions Camp, Parchment Valley Conference Center, Ripley, July 22-27
- Pray for your leaders

MEN'S MINISTRIES

- Monthly Brotherhood meeting
- Conduct April mission project
- Decide on a May mission project
- Who can you assist with spring cleanup/fix up?

WOMEN'S MINISTRIES

- Attend Bible studies
- Finalize plans and promote annual celebration event for the women in your church.
- Plan a ministry outreach project
- Encourage children & youth to make plans to attend Missions Camp, Parchment Valley Conference Center, Ripley, July 23-27
- Pray for your leaders

DISASTER RELIEF

- Attend quarterly associational meeting regarding Disaster Relief
- Attend Chaplaincy training
- Contact State Director of Missions regarding information for the National Disaster Relief Roundtable Conference

CHECKLIST AND REMINDERS

MAY 2012

GENERAL

- Send in Mountaineer Manor Scholarship requests
- Baptist Association Week, May 20-26
- Promote Project 10:2 Day of Prayer

EVANGELISM

- What event are you conducting in order to share the gospel?
- Execute your servant evangelism project for schools
- Send your collegians an Exam Survival Kit/Care Package
- Be prepared to welcome the summer missionaries you may have requested
- Host a Graduate Recognition Sunday
- Distribute Summer Student Ministry Calendars to parents and students, highlighting all your summer student ministry plans and events; use your students to perform surveying and servant evangelism projects during their summer break
- Plan a community block party (for more information on and/or reservation of one of the block party trailers, please contact the WVCSB office)
- For ideas and resources, please call on your Director of Evangelism

SUNDAY SCHOOL

- Finalize all Vacation Bible School plans
- Conduct a Sunday School sponsored picnic
- Conduct potential worker training
- Identify where you need to start new teaching units
- Begin contacting people to be in VBS

DISCIPLESHIP

- Promote new groups scheduled to start in June
- Make plans to attend State Children's & Youth Bible Drill, May 5

FAMILY MINISTRY

- Conduct Christian Home Emphasis between Mother's Day and Father's Day

CHURCH MUSIC

- Plan your July 4th music preparations
- Make plans to attend Ridgecrest Worship Leadership Conference

WOMAN'S MISSIONARY UNION

- Participate in plans made for Baptist Association Emphasis, May 20-26
- Enlist and register children and youth to attend Missions Camp, Parchment Valley Conference Center, Ripley, July 22-27
- Make plans to continue mission groups for children and youth during summer
- Pray for your leaders

MEN'S MINISTRIES

- Monthly Brotherhood meeting
- Promote and sign up for the Men & Boys Golf Tournament in June
- Conduct May mission project

WOMEN'S MINISTRIES

- Plan a ministry outreach project
- Encourage children & youth to register for Missions Camp, Parchment Valley Conference Center, Ripley, July 22-27
- Continue Bible studies through summer
- Pray for your leaders

MISSION TRIP 2012

- Make sure housing, travel, and work schedule is ready
- Going on the Convention trip? Make sure you are signed up with Dr. Wrigley

CHURCH PLANTING

- Attend Church Planting Networks meeting, May 5

May 2012	Denominational Dates	
	6	Senior Adult Sunday
	13-19	Christian Home Week
	20-26	Baptist Association Emphasis

ASSOCIATIONAL DATES	

2012 PLANNING DATES

May 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5 Children's Bible Drill Youth Bible Drill Church Planter Networks
6	7	8	9	10	11	12
13 Mother's Day	14	15	16	17	18	19 Children's Music Day
20	21	22	23	24	25	26
27	28 Memorial Day	29	30	31		

CHECKLIST AND REMINDERS

JUNE 2012

GENERAL

- SBC Annual Meetings, June 19-20, New Orleans, LA
- Promote Project 10:2 Day of Prayer

EVANGELISM

- Host a Graduate Recognition Sunday
- Plan a community block party
- For ideas and resources, please call on your Director of Evangelism

STEWARDSHIP

- Begin plans for preparation of 2013 budget
- Remind congregation not to take their tithe with them on vacation

SUNDAY SCHOOL

- Order S.S. Preparation Week materials early
- Conduct VBS or continue planning for later school
- Plan and conduct a Backyard Bible Club or Mission VBS
- Enroll prospects discovered in VBS/BYBC in Sunday School
- Do follow up contacts

DISCIPLESHIP

- Register for leadership events at Ridgecrest

FAMILY MINISTRY

- Conduct Christian Home Emphasis between Mother's Day and Father's Day

CHURCH MUSIC

- Rehearse for July 4th celebration
- Music Training Week, August 13-18

WOMAN'S MISSIONARY UNION

- Continue missions education group during summer
- Mail Missions Camp registration to state WMU Office
- Begin annual planning for 2012-2013 church year
- Plan for new missions education units
- Pray for your leaders
- Support VBS

MEN'S MINISTRIES

- Men & Boys State Golf Tournament, June 8
- Monthly Brotherhood meeting
- Plan your July mission project
- Do something special for Father's Day

WOMEN'S MINISTRIES

- Continue Bible studies
- Begin annual planning for 2012-2013 church year
- Enlist new members
- Conduct a ministry outreach project
- Plan quarterly gathering
- Pray for your leaders
- Support VBS

OTHER

- Single Adults should begin registering for Single Adult Labor Day Weekend Getaway at Ridgecrest

June 2012	Denominational Dates	
	16	Crossover, New Orleans
	17	Baptist Men's Emphasis
	19-20	Southern Baptist Convention
	24	Mission: Dignity Sunday

ASSOCIATIONAL DATES	

2012 PLANNING DATES

<h1>June 2012</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8 Men & Boys Golf Tournament	9
10	11	12	13	14	15	16
17 Father's Day	18	19	20	21	22	23
National WMU Annual Meeting, New Orleans, LA		SBC Annual Meetings, New Orleans, LA				
24	25	26	27	28	29	30

CHECKLIST AND REMINDERS

JULY 2012

GENERAL

_____ Promote Project 10:2 Day of Prayer

EVANGELISM

- _____ Plan and conduct one or more event evangelism emphases
- _____ Plan next month's special prayer service for students returning to school, August 12, Day of Prayer for Students
- _____ For ideas and resources, please call on your Director of Evangelism
- _____ Prayer walk a neighborhood you want to reach

STEWARDSHIP

_____ Order Cooperative Program and Budget materials for fall promotion

SUNDAY SCHOOL

- _____ Acquire S.S. Kickoff materials
- _____ Begin thinking about new goals for enrollment and attendance for the new year
- _____ Conduct a Sunday School sponsored picnic for August
- _____ Update all class rolls to prepare for Preparation Week
- _____ Identify locations for satellite Bible studies
- _____ Identify potential S.S. workers
- _____ Enroll prospects discovered in VBS/BYBC in Sunday School
- _____ Follow up from VBS

DISCIPLESHIP

- _____ Pastors identify persons they will disciple in the fall
- _____ Start making plans for Discipleship Training for the fall (courses, leaders, etc.)
- _____ Enlist and equip leaders for new groups in September

CHURCH MUSIC

- _____ Plan music for coming church year - don't forget revival preparation
- _____ Prepare to attend Music Training Week, August 13-18

WOMAN'S MISSIONARY UNION

- _____ Last chance to register campers for Missions Camp, Parchment Valley Conference Center, Ripley, July 22-27
- _____ Continue the annual planning and budget preparation process
- _____ Complete plans for Week of Prayer for State Missions and the Ola Cox State Missions Offering, Sept. 9-16
- _____ Enlist leaders to teach the Week of Prayer Mission study for each age level: adults, children, youth, preschoolers
- _____ Set state missions offering goal according to church procedure
- _____ Pray for your leaders
- _____ Support VBS

MEN'S MINISTRIES

- _____ Monthly Brotherhood meeting
- _____ Begin promoting attendance at Men and Boys Retreat, September 14-15
- _____ Review needs, organization for Royal Ambassadors
- _____ Decide on an August mission project
- _____ Help with Missions Camp
- _____ Take the boys on a fishing or camping trip

WOMEN'S MINISTRIES

- _____ Continue Bible studies
- _____ Continue annual planning and budget preparation
- _____ Conduct a ministry outreach project
- _____ Pray for your leaders
- _____ Support VBS

DISASTER RELIEF

_____ Attend quarterly associational meeting regarding Disaster Relief

OTHER

_____ Single Adults - don't forget to register for Labor Day Getaway at Ridgecrest

CHECKLIST AND REMINDERS

AUGUST 2012

GENERAL

- Still time for Single Adults to register for Ridgecrest Single Adult Getaway
- Promote Project 10:2 Day of Prayer

EVANGELISM

- Finalize plans for your fall revival/evangelism meeting preparation strategy and worship services
- Lead a special prayer service on August 12, Day of Prayer for Students, for students returning to school
- Plan and encourage students to participate in See You at the Pole, campus prayer strategy on Wednesday, Sept. 19
- Do a family-focused servant evangelism project
- For ideas and resources, please call on your Director of Evangelism
- Fill out the forms for requesting summer missionaries in 2013

STEWARDSHIP

- Order Cooperative Program pieces for fall promotion

SUNDAY SCHOOL

- Train potential S.S. workers
- Mail in all reports of VBS/MVBS/BYBC to your association, state office, and LifeWay
- Conduct S.S. Kickoff
- Plan your back-to-school enrollment/attendance emphasis
- Plan a Sunday School sponsored fellowship
- Complete update of S.S. rolls
- Train leaders for satellite Bible studies
- Promote associational S.S. training in your area
- Do a prayer walk in an area you want to reach

DISCIPLESHIP

- Order Children's and Youth Bible Drill materials and enlist leaders for training
- Pastors identify persons they will disciple
- Make plans to make new opportunities for the whole family in September or October
- Promote new groups scheduled to begin in September

CHURCH MUSIC

- Attend Music Training, August 13-18

WOMAN'S MISSIONARY UNION

- Complete annual planning and budget preparation
- Begin new missions education units for the new church year; enlist new members
- Evaluate the past year
- Make an annual report to your church, the association, and state WMU leaders
- Send a list of names, addresses (complete contact information) of WMU/Missions leadership to State WMU Office
- Promote the Week of Prayer for State Missions and the Ola Cox State Missions Offering, Sept. 9-16
- Distribute the prayer guides and offering envelopes for State Missions the last Sunday in August
- Participate in Christmas in August
- Pray for your leaders

MEN'S MINISTRIES

- Monthly Brotherhood meeting
- Conduct August mission project - do something for the local high school football team
- Promote attendance at Men and Boys Retreat, September 14-15
- Start new year for Royal Ambassadors
- Decide on a September mission project

WOMEN'S MINISTRIES

- Complete your annual planning and budget preparation
- Evaluate the past year
- Continue Bible studies
- Conduct a ministry outreach project
- Enlist new members for the new church year
- Plan a quarterly gathering
- Pray for your leaders

August 2012	Denominational Dates	
	5	Social Issues Sunday
	12	Student Evangelism Day

ASSOCIATIONAL DATES

2012 PLANNING DATES

<h1>August 2012</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5 Leadership	6 Training, 5-6	7	8	9	10	11
12 Association Missionaries Update, 12-13	13	14	15 Church Planter Music Training Week, 13-18	16 Networks, 15-16	17	18 Foundation Directors Meeting
19	20	21	22	23	24	25 God's Great Outdoors Ministry Conference
26	27	28	29	30	31 Single Adult Retreat, 8/31 - 9/1	

CHECKLIST AND REMINDERS

SEPTEMBER 2012

GENERAL

- Elect associational messengers and/or Executive Board Members.
- Elect messengers to state convention.
- Compile Annual Church Profile
- WVCSB Executive Board, Sept. 8
- Now is the time to make your 2013 mission team requests. Check with your Church Planting Catalyst.
- Use Cooperative Program and Budget materials for Stewardship education
- Promote Project 10:2 Day of Prayer

EVANGELISM

- Lead your students and church to participate in See You at the Pole, Wednesday, Sept. 19
- Finalize plans for a Fifth Quarter fellowship/outreach event for your student ministry
- Emphasize personal & church-wide evangelism on October 7, Soul Winning Commitment Day
- Do an Evangecube presentation in a sermon
- Lead your church in revival preparation and worship services
- Plan a fall festival for community evangelism
- Request/submit forms for NAMB summer missionary request (may be obtained from Director of Evangelism)

SUNDAY SCHOOL

- Conduct S.S. Kickoff if not conducted in August
- Identify and enlist potential S.S. workers to start new classes or satellite Bible studies
- Conduct a back-to-school enrollment/attendance emphasis
- Attend Fall S.S. training conference
- Start promoting high attendance day Oct. 7, *Great Day in the Mountains*

DISCIPLESHIP

- Begin working with boys and girls for Children's Bible Drill
- Consider starting a TeamKIDs program for children and youth
- Pastors identify persons they will disciple; set a schedule for meetings
- Begin new groups

CHURCH MUSIC

- Order Christmas music and begin rehearsals, if not already done so

WOMAN'S MISSIONARY UNION

- Distribute prayer guides and offering envelopes for State Missions Week of Prayer by the first of September
- Promote and participate in the Week of Prayer for State Missions and the Ola Cox State Missions Offering, Sept. 9-16
- Complete annual planning and a budget for the year according to church procedure
- Be sure each leader has WMU Year Book; age-level magazine, How-To Involve...(age-groups: Preschool, Children, Students, Adults), and necessary resources for the year and plans to train leaders
- Complete plans with pastor and church council/planning group for Cooperative Program Emphasis in October
- Complete plans with pastor and church council/planning for World Hunger Day Emphasis in October
- Pray for your leaders

MEN'S MINISTRIES

- Monthly Brotherhood meeting
- Decide on an October mission project
- Conduct September mission project
- Complete reservations for and attend Men and Boys Retreat, September 14-15
- Involve boys and girls without dads in the outdoors: hunt, fish, 4-wheeler, archery
- Offer to host a Hunter Safety Course at the church building

WOMEN'S MINISTRIES

- Participate in the Week of Prayer for State Missions and the Ola Cox State Missions Offering, September 9-16
- Complete plans and budget for the year according to church procedure
- Provide leaders with appropriate resources
- Train leaders.
- Pray for your leaders

MISSION TRIP 2012

- Evaluate your mission trip with those who participated and with whom you worked
- Make preliminary plans for your 2013 mission trip

CHURCH PLANTING

- Basic Training Journey, September 20, 21, 22

September 2012	Denominational Dates	
	2	Single Adult Sunday
	9-15	Church Music Emphasis Worship Music Week
	16	Anti-Gambling Sunday
	17	Discipleship Rally

ASSOCIATIONAL DATES	

2012 PLANNING DATES

<h1>September 2012</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Single Adult Retreat, 8/31 - 9/1
2	3 Labor Day	4	5	6	7	8 WVCSB Exec. Board
9	10	11	12	13	14 Men & Boys	15 Retreat, 14-15
Week of Prayer for State Missions and Ola Cox Offering, 9-16						
16	17 Church Planter Networks	18	19	20	21 WMU Officers' Council, 21-22	22
Basic Training Journey, 20-22						
23	24	25	26	27	28 WVCSB Nom. Committee & Committee on Committees	29
30						

October 2012	Denominational Dates
	Cooperative Program Emphasis
	7 Soul-Winning Commitment Day
	14 World Hunger Sunday

ASSOCIATIONAL DATES

2012 PLANNING DATES

<h1>October 2012</h1>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4 New Ministers Orientation	5	6
7 Great Day in the Mountains	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2012

Denominational Dates

4

Children's Missions
Celebration Day

ASSOCIATIONAL DATES

2012 PLANNING DATES

November 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 WVCSB Exec. Board Pastors' Conference Ministers' Wives Church Planter Networks	2 WVCSB Annual Meeting, 2-3	3
4 Daylight Saving Time Ends	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22 Thanksgiving	23 Office Closed	24
25	26	27	28	29	30	

December 2012	Denominational Dates	
	2-9	Week of Prayer and Mission Study for International Missions & Lottie Moon Christmas Offering

ASSOCIATIONAL DATES

2012 PLANNING DATES

December 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
Week of Prayer for International Missions & Lottie Moon Offering, 2-9						
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25 Christmas Office Closed 12/24/12 - 1/2/13	26	27	28	29
30	31					

