



Prayer Team Organizational Chart

Sample Job Description For Prayer Captains

Training--develop ideas and establish prayer training throughout the church

Prayer Room-- coordinate prayer room functions/schedule

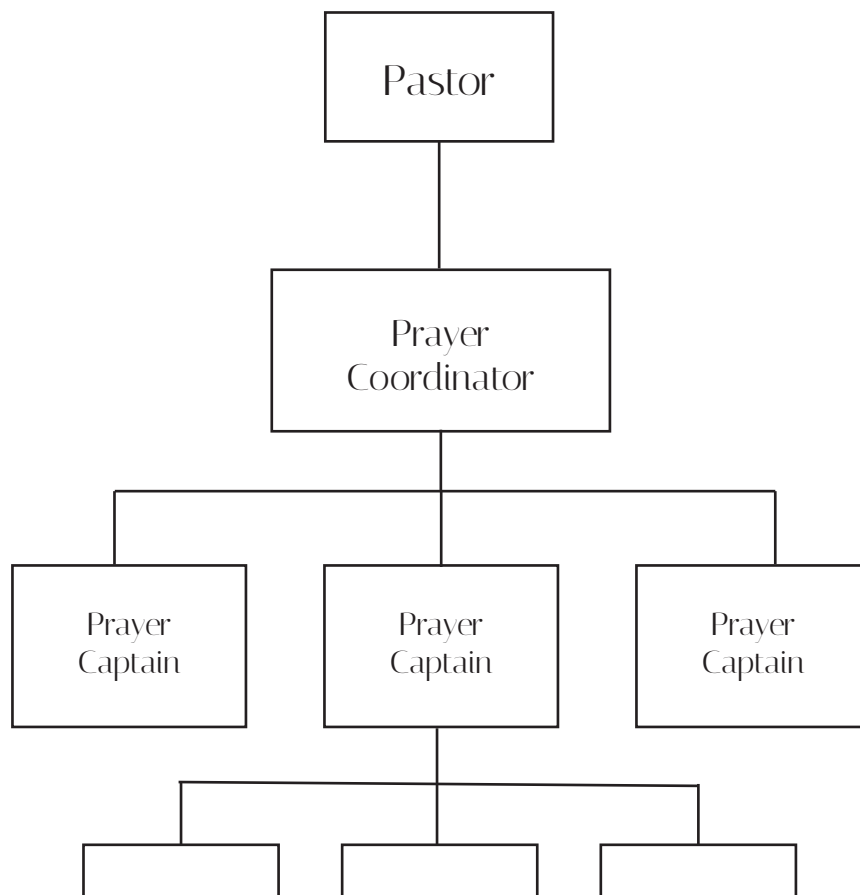
Corporate Prayer-- overseeing and scheduling weekly or special corporate prayer meetings/Sunday service prayer

City/State/National Liaison-- informs and seeks to involve local church in city, state and national prayer events

Prayer Chain-- organization and implementation

Special Events-- establishes prayer cover for mission outreaches, dramas, conferences

Prayer Coordinator for Cell Groups-- works to link cell groups in prayer for corporate concerns.





Prayer Team Organizational Chart

Possible Departments Under the Prayer Coordinator

Training--develop ideas and establish prayer training throughout the church

Prayer Room-- coordinate prayer room functions/schedule

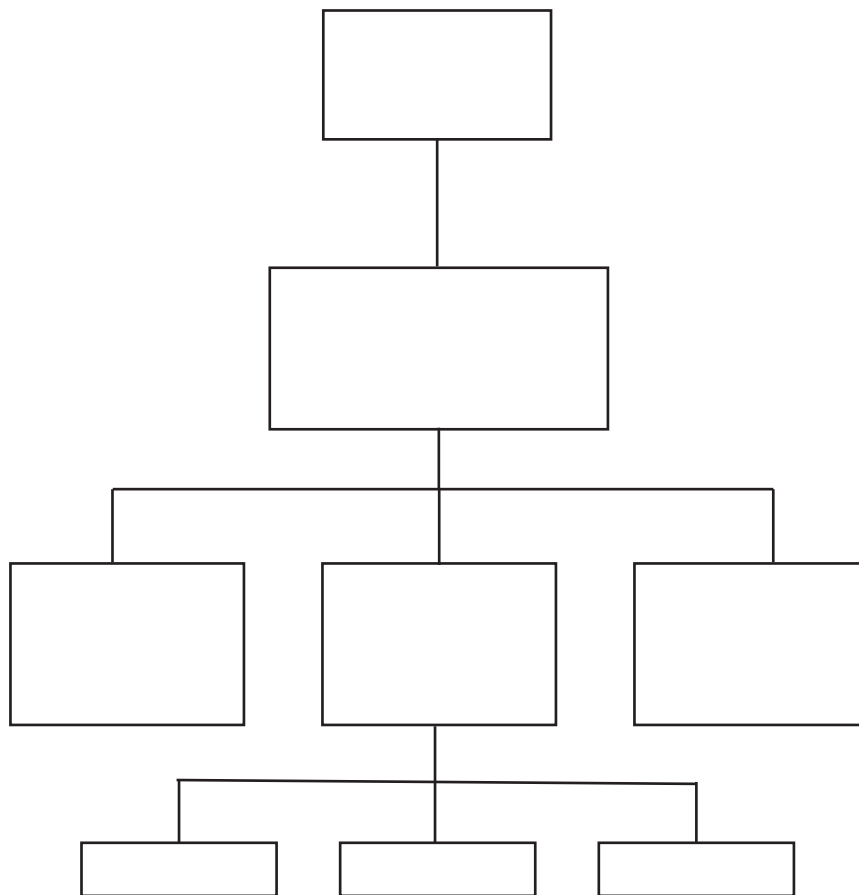
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Forming a Team

The Team's Purpose:
Anticipated Activities:
Planned Outcome:
Obtainable Resources:
Limitations:
Skills and Qualities Needed:
Anticipated Team Members:
Boundaries in Decision Making (Recommendations vs. Implementation):
Duration on Team:



Organizing a Prayer Team Start-up Meeting

Whether you are beginning a prayer ministry with a new team or an existing one, a start-up meeting can bring team members together and get them moving forward. Who should be invited to the start-up meeting? The pastor or church prayer coordinator will make that determination based upon the purposes of your team. Here are few suggestions:

Meeting Participants:

The member of every prayer ministry leader (prayer chain leader, pastors' prayer partner leader, prayer room coordinator)

Intercessors with leadership skills who are potential leaders of the various prayer ministries or those you hope to develop

Other key leaders of the church who may give direction to the team initially and will perhaps not be a part of the on-going team meetings

Meeting Agenda:

What is on the agenda of a start-up meeting? Common items are as follows:

Prayer: Open in prayer and stop to pray along the way as problems or the need arises

Introduce team members: Ask each person to say something about himself (example name, area of prayer ministry they represent, expertise, role on the team). Ask them to tell something personal as well (something about their family or work outside of the church).

Select a scribe or secretary: This person will take minutes, write them up later, make and distribute copies with follow-up items highlighted.

Explain the purpose of the prayer team: If team members have been accustomed to working apart they will need to know why they are being called together as a team. What is the main goal of the team?

Establish ground rules of how the prayer team will operate: One idea is that each team member heads one aspect of the prayer ministry. Or perhaps some will be on the team because of their administrative or other gifts. How will decisions be made? How will the meeting be run?

Begin the process of instilling vision, mission and cohesiveness in the team. This begins with the leader's enthusiasm.

Review any assignments to team members before the next meeting.

Set a date for the next meeting.

Close in prayer.



TEAM CONTACT INFORMATION

Team Member:	Role
Mailing Address:	
Email:	
Phone:	Mobile:
Social Media:	
Best Time to Call:	

Team Member:	Role
Mailing Address:	
Email:	
Phone:	Mobile:
Social Media:	
Best Time to Call:	

Team Member:	Role
Mailing Address:	
Email:	
Phone:	Mobile:
Social Media:	
Best Time to Call:	



QUESTIONNAIRE FOR ASSESSING TEAM GOALS

	Yes	No
Has the team transformed its purposes into specific, measurable and implementable goals?		
Are they team goals rather than organizational goals or personal goals?		
Does everyone on the team understand the requirements to meet the goals?		
Are the goals uncomplicated and realistic?		
Are the goals practical?		
Are the goals clear?		
Can the goals be measured? (If the goals cannot be measured how can you and your team determine when the goal is accomplished?)		
Are the goals prioritized?		
Is the priority of those goals agreed-upon by all team members?		
Do all the members comprehend the goals?		
Do all the members agree with the goals?		
Do the goals allow small encouraging wins along the way?		



TEAM MEMBERS' ROLES AND RESPONSIBILITIES WORKSHEET

Each member needs to complete this worksheet. Comparing the individual members responses will greatly benefit team dynamics.

1. List your roles/responsibilities, as you understand them, as well as those of other team members:

Team Member's Name:	Roles/Responsibilities:

2. Roles or specific areas of responsibility that are unclear:

Parts of my role that are unclear:
Aspects of other's roles that are unclear:
Roles/Responsibilities that overlap or conflict:
Roles/Responsibilities that should be shared among the team members:
Additional Roles/Responsibilities that need to be assumed by team members:



House of Prayer Road Map

The Pastor

- Solicits support of the staff for the vision of prayer
- Casts the vision for prayer to the congregation
- Preaches on prayer
- Selects and supports the prayer coordinator

The Prayer Coordinator

- Serves as the point person for prayer in the church
- Assembles and directs the Prayer Action Team

The Prayer Action Leadership Team

- Develops a comprehensive church prayer strategy
- Leads the prayer ministry

The Prayer Ministry

- Serves as the hub for all prayer operations
- Offers training for those with a special interest in prayer
- Seeks to integrate prayer into every ministry in the church
- Has a goal to involve every member of the church in prayer

The House of Prayer

- Is permeated by the presence of God as a result of the praying church