



# When Churches Cooperate Multi-Church Planning Guide Addendum

## **Purpose of the Addendum**

The purpose of the Multi-Church Planning Guide Addendum is to provide the churches preparing for a multi-church Faith Journey program with a “go-to” source of information for sharing the workload of the churches’ committees.

The Addendum does not replace the Planning Guide. It is supplemental for the unique Faith Journey program of churches that are pooling their resources for a successful weekend. The Addendum provides the recommendation of how committee work can be organized cooperatively.

Each church involved in a Multi-Church Faith Journey weekend will have their own General Chairperson and a Weekend Coordinator dedicated to them who is their resource for advice and guidance.

## Quick Reference

<b>COMMITTEE</b>	<b>Chairperson</b>	<b>Committee Members</b>	<b>Shared</b>
<i>Attendance</i>	One Overall	One from each church	√
<i>Children</i>	One Overall	One from each church	√
<i>Church Liaison</i>	One from each church	Determined by each Chairperson	
<i>Correspondence</i>	One Overall	One from each church	√
<i>Facilities</i>	One from each onsite church	Determined by Chairperson	
<i>Follow Up</i>	One from each church	Determined by each Chairperson	
<i>Food</i>	One Overall	At least one from each church	√
<i>Housing</i>	One Overall	One from each church	√
<i>Literature</i>	One Overall	Determined by Chairperson	√
<i>Music</i>	One Overall	One from each church	√
<i>Neighborhood Groups</i>	One Overall	One from each church	√
<i>Nursery</i>	One Overall	One from each onsite church	√
<i>Prayer</i>	One Overall	One from each church	√
<i>Publicity</i>	One Overall	One from each church	√
<i>Teens</i>	One Overall	One from each church	√
<i>Transportation</i>	One Overall	One from each church	√
<i>Visitation</i>	One Overall	One from each church	√
<i>Welcome</i>	One Overall	One from each church	√

## Committees

### *Attendance – One Chairperson*

The Attendance Committee consists of one chairperson with at least one committee member from each church. Each committee member collects information from their church as described in the Planning Guide and reports the information to the Committee Chairperson. The Attendance Chairperson provides an initial *Best Guess* based on information from their committee members.

The Attendance and Publicity Chairpersons work very closely, and the Attendance Chairperson also provides information to the Transportation Chairperson.

### *Children – One Chairperson*

The Children’s Committee consists of one chairperson with at least one committee member from each church. Each committee member collects information from their church as described in the Planning Guide and reports the information to the Committee Chairperson in addition to assisting with materials and other support for the children.

### ***Church Liaison – Chairperson from Each Church***

The Church Liaison Chairpersons work together to be sure that nothing is being overlooked because of split duties between the churches and report any potential problems and may be asked by their respective General Chairpersons to fill in where gaps are found. The Church Liaison chairpersons may also serve as the Visitation Committee.

### ***Correspondence – One Chairperson***

The Correspondence Committee consists of one chairperson with at least one committee member from each church.

### ***Facilities – Chairperson from Each Onsite Activity Church***

Facilities consists of one chairperson from each church that is the site of an event; for example, hosting Friday night, team meetings, Saturday morning coffees hosted at the church, Saturday lunches, or Saturday night events. Facilities may also be involved on Sunday at churches where visiting team musicians will be playing during the service.

### ***Follow Up – Chairperson from Each Church***

Each church has their own Follow Up Chairperson and committee. The Follow Up Chairpersons for all the churches may work together, but Follow Up is managed by each church.

### ***Food – One Chairperson***

The Food Committee consists of one chairperson with at least one committee member from each church. The cost of food is the largest expense for the weekend. A careful Food Committee planning in advance can keep the costs low while ensuring there is enough delicious food for everyone. The Food Chairperson would be wise to split up the responsibilities for different meals as recommended in the *Planning Guide*.

### ***Housing – One Chairperson***

The Housing Committee consists of one chairperson with at least one committee member from each church. The Housing Committee can begin early to line up homes, and then finalize as outlined in the *Planning Guide*.

### ***Literature – One Chairperson***

The Literature Committee consists of one chairperson with committee members from other churches.

### ***Music – One Chairperson***

The Food Committee consists of one chairperson with at least one committee member from each church.

### ***Neighborhood Groups – One Chairperson***

The Neighborhood Groups Committee consists of one chairperson with at least one committee member from each church. The Neighborhood Groups Committee can begin early to line up homes for the neighborhood groups, and then finalize as outlined in the *Planning Guide*. Plan on one group at each church for those who don't sign up in advance but decide on Friday night to attend after all.

### ***Nursery – One Chairperson***

The Nursery Committee consists of one chairperson with at least one committee chairperson from each church.

### ***Prayer – One Chairperson***

The Prayer Committee consists of one chairperson with at least one committee member from each church.

### ***Publicity – One Chairperson***

The Publicity Committee consists of one chairperson with at least one committee member from each church.

### ***Teens – One Chairperson***

The Teen Committee consists of one chairperson with at least one committee member from each church with teens.

### ***Transportation – One Chairperson***

The Transportation Committee consists of one chairperson with at least one committee member from each church.

### ***Visitation – One Chairperson***

Visitation is optional; however, if there is interest, it is very rewarding for all. The Visitation Committee consists of one chairperson with at least one committee member from each church.

### ***Welcome – One Chairperson***

The Welcome Committee consists of one chairperson with at least one committee member from each church.