

If you need practical help for Christian ministry, or fresh ideas to make you sit up and think, visit

www.john-truscott.co.uk

The site includes a growing number of resources which you may print out without charge. This list shows items to **July 2008**.

From the home page, click on **resources**. This will take you to indexes of articles, effectiveness models, and training notes. From here you can access all the items. These are in pdf.

Also on the website you will find full details of John's work as a church consultant and trainer. The site is updated at least once a month.

If you are concerned for church leadership, management or structures, or involved in church planning, communication or administration, see what he can offer.

Use the response page on the site to ask to receive occasional e-letters if you would like to be informed of new items as they come on-line.

Articles

- A1 Pass or file?
How to get excited about filing!
- A2 Watch your image!
Visual design for churches
- A3 Salary differentials for Christian staff
A case of worldly thinking?
- A4 Twelve questions to help you plan
A jargon-free toolkit
- A5 How to chair meetings
An orchestral approach
- A6 Job descriptions
Advice and examples for staff and volunteers

- A7 Understanding stewardship
A basis for Christian teaching
- A8 Worker agreements
Appropriate paperwork for church use
- A9 A church members' newsletter
An idea for a new publication
- A10 An introduction to the art of training
Help people learn new skills
- A11 Become a better emailer
... and make everyone happy
- A12 The leader as a shepherd
Part 1: biblical research
- A13 The leader as a shepherd
Part 2: practical application
- A14 Create a quality website
... by asking the right questions
- A15 Christian administration?
A theological introduction
- A16 Funding a capital project ...
... by direct giving
- A17 Staff selection step-by-step
From advertisement to interview
- A18 Administering church funds
A call for a fresh approach

New for July

- A19 Speaking so that people listen
For all leaders and preachers

Effectiveness Models

- EM1-3 Christian Effectiveness Model (excerpts)
Assessment tool for mission agencies
- EM4,5 Church Health Review (in full)
An explanation and a full set of questions and tests to enable any church to use the review

Training Notes

Shorter items on practical issues.

- TN1 Preparing to read the lesson
- TN2 Ten steps to help you communicate
- TN3 The bewildering world of change

- TN4 Advice for all church administrators
- TN5 Responsibilities of mission agency boards
- TN6 The Minister's role in larger churches
- TN7 Ideas for how to make time for life
- TN8 Major decisions: a new approach
- TN9 Which newspapers do people read?
- TN10 What do Christians do between Sundays?
- TN11 Keeping a time log
- TN12 Fifteen ideas to help people change
- TN13 A purpose statement for those who chair
- TN14 Setting up a Newcomers Team
- TN15 How not to delegate!
- TN16 Interviews in church services
- TN17 Suggested questions for an annual review
- TN18 A leadership team checklist
- TN19 Key words for a financial appeal
- TN20 Line management in a church staff team
- TN21 Ideas for a sermon on administration
- TN22 Appoint a church photographer!
- TN23 How to do 'To Do' lists
- TN24 Church members can burn out too
- TN25 The radical values that Jesus taught
- TN26 A checklist for an office move
- TN27 Saying good-bye to church members
- TN28 No two leaders are the same
- TN29 What's your *real* church income?
- TN30 How to give and receive criticism
- TN31 Affirming volunteers
- TN32 What do you mean by 'vision'?
- TN33 Danger at church!
- TN34 Closing down a church activity
- TN35 Causes of friction in mission agencies
- TN36 Square pegs in round holes
- TN37 To pay or not to pay?
- TN38 We've got news for us!
- TN39 We've got news for you!
- TN40 Appointing a Church Administrator
- TN41 What makes a group a team
- TN42 A review of global mission strategy

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creative organisation for effective christian ministry

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