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## **NCD PROCESS AND CHECKLIST**

### **PREPARING FOR NATURAL CHURCH DEVELOPMENT (NCD):**

- a. Evaluate the readiness of the congregation to engage in the process (*Major conflicts should be resolved before entering the NCD process*)
- b. Mobilize intercessors for focused prayer throughout the process.
- c. Recruit initial members for the implementation team (*see below*).
- d. Order NCD survey from the Ministerial Department of the Texas Conference. You can reach Rhonda Garner at 817-783-2223 x120 or e-mail at rgarner@txsda.org

### **SELECTING AN IMPLEMENTATION TEAM:**

The implementation team will serve as a guiding coalition for the church as the NCD process is implemented in the congregation. The implementation team shall consist of 6 members and the pastor. One person should be selected as the team leader.

#### Qualifications:

- Spiritually mature
- Strategic thinkers
- See the Big Picture
- Committed to the church becoming healthier

### **IDENTIFYING THE MINIMUM FACTOR ISSUES:**

Implementation Team Leader processes the minimum factor with the entire church in a business meeting by using the “Affinity Exercise.”

- a. Each member is given one post-it note or two if the group is 20 or smaller.
- b. Members are asked to pray together in pairs or triads for God’s enlightenment.
- c. Each member is asked to write on the post-it note ONE reason why the minimum factor exists in the church. No names are needed on the notes.
- d. The implementation team then organizes the post-it notes in front of the church according to similar categories. (*For example—Inspiring worship is the low area and several people mention the need for more planning and organization in the worship service...any notes related to this observation would be placed in the same category*). 3-4 key issues should emerge. These become major areas for the implementation team to focus on as they process potential initiatives in preparation to make recommendations to the board.

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### **CREATING AND IMPLEMENTING A STRATEGY:**

Implementation team should meet for 3 months before presenting recommendations to the board. Meetings should be bi-monthly and last 1-2 hours. Six total meetings should take place. During the 3 months the following should be accomplished.

- e. Each member of the team has read Russell Burrill's booklet entitled: "Creating Healthy Adventist Churches".
- f. Visit at least one and consult via telephone leaders from a 2<sup>nd</sup> church who scored high in the area of the church's minimum factor. A resource list can be obtained from the Ministerial Department of the Texas Conference.
- g. Utilize "Health for the Harvest" and "Releasing Your Churches Potential". Explore relevant chapters and audio related to your minimum factor. Order through the ministerial department for a 40% discount.
- h. Formulate three specific initiatives for the upcoming year that are SMART goals:
  - i. **Specific**
  - ii. **Measurable**
  - iii. **Achievable**
  - iv. **Relevant to Minimum Factor**
  - v. **Time-Frame** (a time line for implementation and evaluation)
- i. Process the proposed initiatives through the church board for implementation.
- j. Church board should empower an individual to coordinate the implementation of each initiative.
- k. Process the final recommendations with the church body for ratification and implementation.
- l. Implementation team should meet on an as needed basis to problem solve and make mid-course corrections.
- m. Implementation team should communicate progress, prayer needs and continue to cast vision with both the leadership team and the congregation.
- n. Implementation team should not consider their work completed until the church re-tests with NCD 15-18 months after the previous assessment and a new implementation team is selected.
- o. Begin to process the concept that healthy churches produce healthy daughters. Reproduction is natural when a church is healthy.