



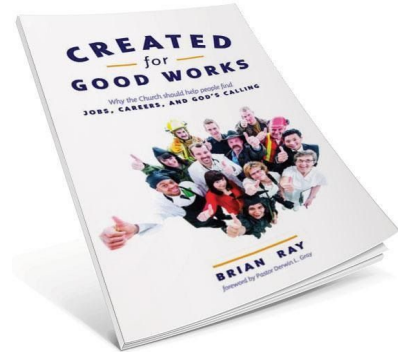
GETTING STARTED AS A CROSSROADS CAREER MINISTRY PARTNER

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Hear God Calling | Maximize Your Potential | Get the Right Job

Determine & Share the Need for a Career Ministry

- Read [“Created for Good Works”](#) by Brian Ray – a book written for pastors & ministry leaders about why the Church should help people find jobs, careers, and God’s calling
- Register as a Partner online at <https://crossroadscareer.org/partners/> to join our community and access Partner resources
- Confirm Church Leadership and Pastoral support
- Identify career / employment needs in the church and the community
- Connect with the Prayer ministry and ask for prayer both
 - for you as you start a Career Ministry, and
 - for your participants and for career/job needs in the church
- Prepare for the responsibilities of the Career Ministry Partner
- Match the program needs to the Church’s size and resources

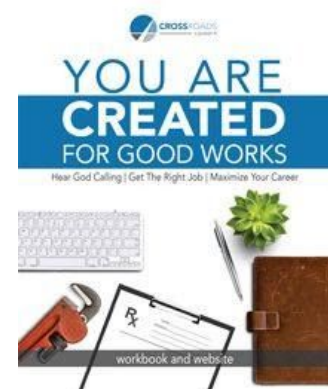


What is the Crossroads Career Seven-Step Process?

The Crossroads Career Workbook- [You Were Created for Good Works](#) is a 7-step action plan designed to help you hear God calling, maximize your potential, and get the right job. This 130-page workbook combines powerful biblical teaching with industry-standard human resources practices to prepare you to navigate your career crossroads. The [new Small Group Kit](#) includes 10 workbooks and a facilitator guide.

Written for people at every career phase, from high school graduates to retirees, it covers practical topics like assessments and targeting opportunities, as well as resumes, networking, searching online and interviews.

- Learn the 7 steps to jobs, careers and God's calling
- Discover 5 factors in your unique design and your "X" factor
- Learn how to become a STAR candidate
- Prepare your elevator pitch and get ready for interview
- Find out how to evaluate offers
- and much more!



Timing

You can begin the ministry anytime during the year. Many churches like to start new programs either in January, June or September. We recommend a three- to six-month planning schedule in order to coordinate with other



activities and facilities usage, as well as provide enough time to survey needs, gather resources, plan and organize, and recruit volunteers and small group participants.

Start developing a Career Ministry Team

Identify the ministry team roles & seek potential volunteers who have the passion, background and ability to support the ministry's needs for Prayer partners, organizing meetings, promotion, facilitating, coaching, and other support tasks. You can collect basic information from interested volunteers using the Ministry Team Member Interest Application at the end of this booklet.

Each of you should use whatever gift you have received to serve others, as faithful stewards of God's grace in its various forms. (1 Peter 4:10)

Your team will need people in the following areas:

- Leading: Planning, organizing, directing and following up
- Ministering: Creating ministry models or formats for participants to be helped by volunteers
- Experience: Human Resources, training, recruiting, and teaching
- Supporting: Praying, promoting and coordinating

Potential roles include:

- Ministry Group Partner -point person and organizer of Career ministry at your church or organization
 - Facilitates vision, planning and organizing of ministry
 - Determines what programs to offer, in light of the needs of the church
 - Integrates Crossroads Career Ministry with other relevant ministries and services
 - Recruits, places, develops and prays for volunteers
 - Point person for interaction with Crossroads Career Services
 - Recruits, trains and equips leadership succession
- Administrative Coordinator – coordinates events, communication, job postings
- Prayer Coordinator and Prayer Team—Recruits and communicates with a team of prayer warriors to pray on a regular basis, coordinates w/ existing church prayer ministry if applicable
- Promotion Coordinator— Makes and executes plans for promoting and publicizing programs in the church and in the community
- Small Group Facilitator(s) – Leader(s) of a group or groups going through the Crossroads 7-step process together

Develop a Starting Budget for the Ministry

Consider the cost of workbooks, printing handouts, refreshments, promotional materials, guest speakers, etc.

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Identify the people your ministry will initially want to reach

- Unemployed & Underemployed
- Transitioning to Second Career or Volunteer Role
- High School Students
- College Students

Determine which Ministry Model to use to start your career ministry

Consider what model(s) will best fit the needs of your potential audience. Understand the needs your ministry will have for adequate space, volunteer commitment, promotional materials and other resources.

We have created a new facilitators guide that pairs with the You Were Created for Good Works workbook. Whatever format you decide, we do recommend using this new facilitators guide and workbook. The resources below also give ideas on different formats or models that you may use for your group. (Ministry Model guides are available from Crossroads for each, or as a [value pack of all 6 guides](#).)

Potential meeting models include the following:

- Workshops- [Workshop Guide](#) - A workshop is a single meeting held on one day that engages people through intensive discussion and activities. You can choose the content you need for one-hour to full-day formats, focusing on job search topics like resumes, networking, interviews or teaching the whole 7 Step process. A half-day, 4-hour format is a great way to train your team, introduce the group to your organization and reach out to the community.
- Network Meetings – [Network Meeting Guide](#) - A network meeting is a regularly scheduled community event that invites and connects people through a 2-hour meeting that features an expert guest speaker during the first hour, and break-out sessions for networking and/or workshops during the second hour. Network meetings are usually held once or twice per month and are designed to introduce to and engage people in a faith-based approach to job and career search.
- Group Study Series - [Small Group Kit](#) – A small group led by a facilitator that includes sessions for an introduction and each of the 7 steps. This will often be weekly for 8 weeks but can be formatted in other ways as well. Participants will need the Created For Good Works Workbook and a facilitator guide for leaders is available.
- Support Group – [Support Group Guide](#) - Provides practical and emotional support to the both unemployed and misemployed group members through

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weekly, one- or two-hour small group meetings that facilitate prayer, relationship development, encouragement, individual and group accountability, and an opportunity for service by loving friends. These are less formal and more relational than traditional networking meetings and facilitator responsibility can be shared.

- Coaching – [see Coaching Guide for more guidelines for being a coach](#)- A one-on-one approach to working through the You Were Created for Good Works content and assisting a job seeker with their crossroads journey. Meeting weekly for about 1 hour or as needed to assist them with their job search process.
- High School Ministry – [High School Guide](#) - focus is on introducing participants to the concept of understanding God’s calling and laying the foundation for future job searches so they are prepared to enter the workforce and/or choose a college course of study.
- College Ministry – [College Guide](#) - helping students lay the groundwork for a successful career by understanding God’s calling, their potential, and how to have a successful job search.

[Video Resources](#) – use to these videos introduce the ideas and mission of Crossroads Career to groups or to your organization as you gather support for the career ministry

- [Work is Worship Video](#) This video introduces the concept of work as worship and defies the divide between sacred and secular.
- [Crossroads Career Network Video](#) – this video Introduces the need for a career ministry and Crossroads’ resources

[Begin Networking](#)

Start talking to staff and volunteer leaders in your organization and community. These leaders may be in churches, ministries, job clubs, colleges, schools, Department of Labor centers, and employers. Or they may be professionals in human resources, recruiting, staffing, training and development, career counseling, coaching or outplacement.

Start finding out about:

- Needs: Talk to people who are unemployed or misemployed about their needs.
- Resources: Find programs, resources and especially people who are helping people.

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- Leadership: Be alert for proven leaders on staff or in volunteer positions.
- Calling: Seek people who have a heart for career ministering or who may be a good guest speaker or a presenter

You may say something like, “We are thinking about helping people in our congregation and community who are at crossroads in their careers – some of whom are unemployed, many are misemployed, and a few are happily-employed but seek a sense of purpose and calling. What are your thoughts about such needs and opportunities?”

Crossroads Career Contact Person for New Ministry Partners

Laura Robinson

laurarobinsonworks@gmail.com



Ministry Team Member Interest Form

What we are looking for in a ministry team member:

- A heart for ministering to people at career crossroads to help them hear God's calling, maximize their potential, and get the right job.
- Commitment to being trained and equipped to do the work of the ministry.
- Prayerful and passionate involvement.
- Faithfulness in meeting expectations and obligations of a ministry volunteer.

Name: _____

Email: _____

Phone Number: (_____) _____ - _____

Mailing address: _____

City: _____

State: _____ Zip Code: _____

Your gifts, passions and/or calling (check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Prayer | <input type="checkbox"/> Computer and internet proficiency |
| <input type="checkbox"/> Facilitation | <input type="checkbox"/> Coaching |
| <input type="checkbox"/> Presenting | <input type="checkbox"/> Teaching |
| <input type="checkbox"/> Greeting | <input type="checkbox"/> Event planning |
| <input type="checkbox"/> Listening and encouraging | <input type="checkbox"/> Marketing and promotion |
| <input type="checkbox"/> Coordinating and administration | |

Ministry area(s) in which you are interested:

- | | |
|---|--|
| <input type="checkbox"/> Coaching | <input type="checkbox"/> Networking |
| <input type="checkbox"/> Support groups | <input type="checkbox"/> Job connections |
| <input type="checkbox"/> Small group study | <input type="checkbox"/> College or Student Ministries |
| <input type="checkbox"/> Workshops/Seminars | |

Support areas: Coordination Promotion Prayer