

More Than Stone Soup

PROGRAM SCHEDULE and TIMELINE

Instructions

1. Write the date for Celebration Sunday on the Week #6 dateline found on page 3 of the schedule.
2. Working backwards from Celebration Sunday, fill in the datelines for weeks #5 through #1.
3. Make sufficient copies of this Program Schedule and Timeline and distribute to all Team Members including Pastor, the Church Office Secretary or Office Administrator and the Church Council President.
4. Make sufficient copies of the Program Manual for the Program Coordinator, Team Leaders and Pastor.
5. Use this Program Schedule whenever conducting Team Meetings.

THE PROGRAM TEAM

1. Pastor, Vacancy Pastor, or Interim Minister: _____
2. Program Coordinator: _____
3. Publicity-Communications Coordinator: _____
4. Prayer Chart Coordinator: _____
5. Temple Talks Coordinator: _____
6. Finance & Data Coordinator: _____
7. Stone Soup Drama Director: _____
8. Stone Soup Luncheon Coordinator: _____
9. Celebration Banquet Coordinator: _____
10. _____

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PROGRAM ROADMAP - a SCHEDULE and TIMELINE

SCHEDULED EVENT OR TASK

**These Tasks
must be Completed
prior to Sunday
of Week #1**

PRE-PROGRAM PLANNING, PREPARATION and ADMINISTRATION

- 1 More Than Stone Soup Introduced to Pastor and Church Council
- 2 Church Council Approves Program and Sets Dates
- 3 Program Coordinator Selected
- 4 Program Covenant is Signed and Returned to Program Author
- 5 Program Manual is Downloaded and Sufficient Copies Produced
- 6 Newsletter Article or Letter Introduces the Program to Congregation
- 7 Program Team & Chancel Drama Director Selected
- 8 Chancel Drama Players are Selected
- 9 First Team Meeting - Manuals Distributed & Program Explained
- 10 Promotional Materials are Prepared and Posted Around the Church
- 11 Appropriate Promo Published on Church's Website
- 12 Obtain Stone Soup Pot and Other Chancel Drama Props
- 13 Data Collection Spread Sheet is Finalized
- 14 Promise Estimate of Giving Cards are Prepared
- 15 First Letter Prepared for Mailing
- 16 Prayer Charts Prepared
- 17 Leadership Signs up for Week #2 Prayer Chart Slots
- 18 Chancel Drama Practice Begins
- 19 Congregation's Giving Profile Finalized
- 20 Prepare Bulletin Insert [Prayer] for Coming Sunday
- 21 Brief Order for the Installation of the Team is Included in this Sunday Bulletin
- 22 Program Coordinator Prepares to Introduce the Program, Team and Prayer Charts

- A _____
- B _____
- C _____
- D _____

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PROGRAM ROADMAP - a SCHEDULE and TIMELINE

WEEK OF	DAY	SCHEDULED EVENT OR TASK
		<u>THE COUNTDOWN BEGINS</u>
Week #1 Schedule	Sunday	1 Introduction and Installation of the Program Team
	↕	2 Prayer Charts Introduced & Sign-ups Solicited
	↕	3 Bulletin Insert [Prayer]
	Monday	1 First Letter Mailed
	Tuesday	2 Team Meeting
	During the Week	3 Prepare Bulletin Insert [Challenge of the Stones] for Coming Sunday
	↕	4 Chancel Drama Practice Continues
↕	5 Stone Soup Luncheon Planning and Preparation	
↕	6 Temple Talk Speaker Prepares	
↕	7 Congregation Signs Up for Slots on Prayer Chart	
Week #2 Schedule	Sunday	1 Stone Soup Chancel Drama is Performed
	↕	2 Bulletin Insert [Challenge of the Stones]
	↕	3 Stones are Introduced and Explained
	↕	4 The Blessing of the Stones & Distribution
	↕	5 Stone Soup Luncheon Follows Worship
Week #3 Schedule	Tuesday	1 Team Meeting
	During the Week	2 Prepare Bulletin Insert for Coming Sunday
	↕	3 Temple Talk Speaker Prepares
Week #3 Schedule	Sunday	1 Temple Talk [The Many Facets of Our Ministry]
	↕	2 Sermon [Seven Principles of Christian Discipleship]
	↕	3 Bulletin Insert [Christian Discipleship]
	Tuesday	1 Team Meeting
During the Week	2 Leadership Meeting Planning & Preparation	
↕	3 Temple Talk Speaker Prepares	
↕	4 Prepare Bulletin Insert for Coming Sunday	

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DATES	WEEK ID	SCHEDULED EVENT OR TASK
Week #4 Schedule	Sunday	1 Temple Talk [Needing to Give & Giving to Needs]
	↕	2 Sermon [A Willing Heart - Exodus 25 & 35-37]
	↕	3 Bulletin Insert [An Expression of Faith]
	Monday	1 Leadership Meeting - Celebration Estimate of Giving Cards Distributed
	Tuesday	2 Team Meeting
	Thursday	3 Leadership Celebration Estimate of Giving Cards Due
	During the Week	4 Prepare Leadership Commitment Report
	↕	5 Temple Talk Speaker Prepares
	↕	6 Prepare Bulletin Insert for Coming Sunday
	Week #5 Schedule	Sunday
↕		2 Leadership Promise Cards Results Reported During Temple Talk
↕		3 Sermon [A Theology for Giving]
↕		4 Bulletin Insert [Why Estimating Our Giving?]
Monday		1 Letter #2 is Mailed w\Growth Giving Step Charts
Tuesday		2 Team Meeting
During the Week		3 Prepare Bulletin Insert for Coming Sunday
↕		4 Plans for the Celebration Banquet are Finalized and Meal is Prepared
↕		5 Celebration Estimate of Giving Cards are Readied
Week #6 Schedule		Sunday
	↕	2 Celebration Estimate of Giving Cards are Introduced and Explained
	↕	3 Celebration Estimate of Giving Cards Distributed and Collected During Worship
	↕	4 Celebration Banquet Following Worship
	Monday	1 Send Letter #3 to Non-Participants
	Final Tasks	2 Determine When All Cards Are in & Calculate Results
	↕	3 Program Coordinator Announces Results to Church Council
	↕	4 Final Team Meeting - Review Results & Analyze Program