PWOC LDP
Leadership Development Program

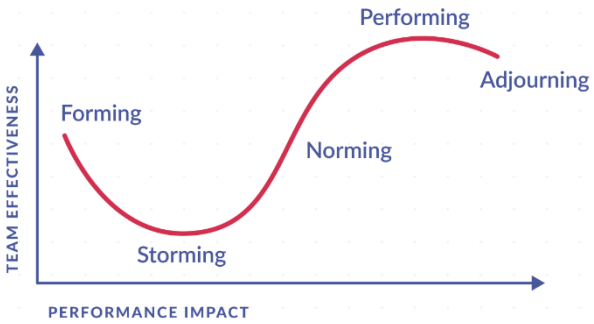
TOPIC: FINISH THE MINISTRY

The Bottom-Line Up Front:

- As the PWOC year draws to a close, it is vital for the Outgoing Board to keep pushing forward to finish well. The Incoming Board needs good tools in their hands for a smooth transition and to begin well. Providing an excellent position notebook (continuity binder) is essential, among other critical "due-outs."
- "Adjourning" is the fifth stage of Tuckman's Cycle of a Team. For PWOC, *adjourning* potentially involves reflection and closure for the Board, Ministry Teams and for individual leaders.

1. Tuckman's Fifth Stage in the Cycle of a Team—Adjourning (5 minutes):

- "Adjourning…involves the process of 'unforming' the group, letting go of the group structure and moving on. Some authors describe this stage as 'Deforming and Mourning,' recognizing the sense of loss sometimes felt by team members. Adjourning involves dissolution. It entails the termination of roles, the completion of tasks and reduction of dependency."



https://www.futureworksconsulting.com/blog/2013/05/28/a-good-ending-disbanding-the-team/

- **Related term: "Closure"**
  A sense of resolution or conclusion at the end of an artistic work.
  A feeling that an emotional or traumatic experience has been resolved.
  https://languages.oup.com/research/oxford-english-dictionary/

- **Why is "Adjourning" or "Closure" Important?** *Hold a 3-minute standing meeting. Discuss this question in groups of 2-3. Share highlights with the whole group.*

2. Adjourning/Closure for the Board (10 minutes):

- **Board Adjourning/Closure**
  - Typical traits of Adjourning:
    - Recognizing team and individual efforts
    - Recognizing change and accompanying grief
    - Providing an opportunity for summative team evaluations (lessons learned, reflection, retrospection)
    - Celebrating the team's accomplishments
    - Partying

    http://scottgraffius.com/blog/files/tag-adjourning-stage.html
  - What can we do as a Board to *adjourn*—to have a sense of closure in our leadership roles and with each other? *Brainstorm. Make a plan. Set a date.*

  - Consider planning a similar event for your position Ministry Team.

3. Adjourning/Closure for Myself (5 minutes):

- **Human Response:** For many of us, as we leave a position and transition out of leadership, the feeling is anti-climactic. We're going 100mph in ministry, and then… we're not.
  - What is your typical *human response* to situations like this? Does it involve ice cream? Netflix? Shopping? What is your go-to? *Take a minute to share popcorn answers.*

- **Spiritual Response:** In Acts 20:24b (ESV), the Apostle Paul reminds us to be spiritually vigilant. *…if only I may finish my course and the ministry I received from the Lord Jesus to testify to the gospel of the grace of God.*
  - What could it look like to "finish your course and the ministry?" What could a *spiritual response* look like for the ending of your leadership role? *Brainstorm together. Write down any ideas from your teammates that you might like to try.*

3. Homework—Final Due-Outs: *Consider the following checklist for leaders in transition within the categories of administration, conversation, and participation. Add your own ideas.*

- **Administration**
  - ☐ Position Notebook ("continuity binder")—*See PWOC Ministry Manual pp. 20-22.*
  - ☐ Resources: Return all materials borrowed for your leadership season.
  - ☐ Hours: Submit/record your volunteer hours.
  - ☐
- **Conversation**
  - ☐ With God: What will it look like for me to finish the ministry I've been given?
  - ☐ With my Leaders: Did we meet the vision? What worked? What would we do differently?
  - ☐ With my Team: Thank. Acknowledge growth. Encourage. Provide closure.
  - ☐ With my Successor: Encourage. Acknowledge God. Offer your availability.
  - ☐ With Myself: How do I fall back into being a follower?
  - ☐
- **Participation**
  - ☐ Intentionality: Follow the new leader.
  - ☐ Visibility: Show up at the first event of the new team. Be truly present.
  - ☐ Authentically: Be yourself. Reintegrate into the community. Enjoy the new perspective.
  - ☐ Absently: If you're leaving, use your credibility to encourage others to participate.
  - ☐

A Prayer for the Outgoing Board:

Here we are, Lord, at the end of our leadership term.
Thank You for Your faithfulness the whole year through.
Thank you for entrusting the ministry of PWOC to us.

We offer up the work of our hands from this past year
and ask that you would continue to use our efforts
for the good of your kingdom and this ministry we love.
We humbly ask that you would cover our faults
and the areas where we fell short—in Your mercy,
let them not impact or impair the Incoming Board.

Thank You for our successes—for the times we felt the wind
of Your Spirit on our faces as we ran with You.
Thank you for our times of laughter and sweet fellowship.
Thank You for hard lessons learned, for forgiveness, for tears.

Be with those of us who are continuing on in leadership—
refresh us, inspire us, strengthen us.
Be with those of us who are stepping down from leadership—
restore us, comfort us, lead us.

We have finished the ministry and we testify of Your grace.
It is You we love, and You we have served.
Complete Your good work in our hearts.
—Amen