

## Ministry Description

|   |   |                                    |   |
|---|---|------------------------------------|---|
| <b>Ministry Name</b><br>Bell Choir  |   | <b>Start Date</b><br>(mm-dd-yy)    | <b>Id No</b>  |
| <b>Ministry Purpose (Why?)</b>  |   |                                    | <b>Revision Date</b><br>(mm-dd-yy)                                  |
| <b>Ministry Objective (What?)</b>   |   |                                    |   |
| <b>Meeting Time:</b>  |   | <b>Meeting Location:</b>           |   |
| <b>Number of Members:</b>   |   | <b>Member Commitment (Hrs/Mo):</b> |   |
| <b>Ministry Process</b>   |   |                                    |   |
| <b>Provider(s)</b><br><br><b>Requirements</b><br>(major 1-5 product/service/info) | <b>Initiating Action*</b>               |                                    | <b>End Product</b><br>(major 1-5 product/service/info)              |
|   | <b>Process Tasks* (major 4-8 tasks)</b> |                                    |   |
|   | <b>Ending Task*</b>                     |                                    | <b>Receiver(s)</b>  |
| <b>Inspirational Passage</b>  |   |                                    | <b>Contact</b><br><br><b>Telephone</b><br><br><b>e-mail Address</b> |

\* 3-6 word description; Start description with an action verb.

Mission Statement (from Ministry Directory):

Contact person/s

Dr. James Brown 253/846-6372 Email:brownja@plu.edu

Provide sacred music through bells that inspires the worship

of God, and to grow in fellowship and support with fellow choir members

Time investment: One and a half hours weekly for set-up /break down and rehearsal, 4 hours on a Sunday once a month for 8:30 and 11:00 worship services.

Length of Commitment: Sept. to mid-June. Rehearse on Thursdays, 6:00 p.m. in the Loft

# Ministry Description

## Process Definitions Worksheet

**Ministry Name**

**Provider(s)**

Who supplies the major requirements?

Or, where does the information come from?

**Requirements**

(major 1-5 product/service/info)

1-3 sentence definition for each requirement identified

**Initiating Action**

1-3 sentence definition of the 3-6 word description on the Ministry Definition chart

**Process Tasks (major 4-8 tasks)**

1-3 sentence definition of the 3-6 word description on the Ministry Definition chart

**Ending Task**

1-3 sentence definition of the 3-6 word description on the Ministry Definition chart

**End Product**

(major 1-5 product/service/info)

1-3 sentence definition for each provision identified

**Receiver(s)**

Who receives the major provisions?

Or, where is the information transmitted?