**Diocese of the Windward Islands  
Marks of Mission Action Plan**

**Notes to Parishes**

Each Parish should engage the action plan in the context of prayer and bible study. It is strongly recommended that you begin by sensitising your members re- The Five Marks of Mission.

1. In its deliberations, each parish should be mindful of these documents of the 36th Triennial Session of the Holy Synod of the Diocese of the Windward Islands:
   * The reflection by Dr Davis,
   * the reports from Archdeaconry Meetings,
   * and the Bishop’s Charge.
2. The parishes should reflect on:
   1. what we are doing now,
   2. identify the gaps, and
   3. decide programmes, activities, policies re- the way forward.

In this regard each parish should reflect on the following:

1. **How do we understand ourselves?**

* What are the high points in living memory and what do people say about the Church and what are the church’s present aspirations?
* How has the Church played a part in the wider life of the local community and how does that shape present perceptions of it by those outside the congregation?
* What is the style, ethos and internal culture of the church and how does it engage the wider community?
* Who is a part of the congregation? What is the social profile of the church by age, residence, gender, place of origin, educational achievement and occupation? What are their interest and passions? Where are their responsibilities and commitments located?
* Is participation in church life growing or declining? If it is growing, who is joining and why? If its declining who are leaving and why?
* Is the church programme driven or relationally based? Is its ministry more outward looking or inwardly focused?
* What will an audit of its finances say about priorities of the church, the nature of its community and the shape of its missional engagement?
* Would an audit of where members and people in the community work, what organisations they belong to, what family and friendship networks they are a part of, and how they might be more fully equipped to serve be helpful?

1. **How do we understand our neighbourhood?**

* How can information on members’ knowledge and experience help us in understanding our neighbourhood?
* How would developing information and data sources of its members and those in the local community assist in this process?
* Would it be helpful for the church to carry out strategic Interviews? (members and people in community)
* Would there be any advantage in carrying out Surveys and questionnaires?
* What do you think of having informal conversations with members and people in local community?
* Outsider feedback- it is suggested that one way to better understand our neighbourhood is to organize informal meetings with people in the local community to get their feedback on what the church is doing or on how it impacts their lives. Do you agree, if so, why?
* Neighbourhood prayer initiatives. What about Inviting prayer request from people in the local community?

1. **What do we sense God is saying to us?**

* Bring to bear the Christian Tradition in which we stand, and ask biblical and theological questions.
* What does our knowledge of the bible contribute to our understanding in this?
* What are its theological implications and what would such a course of action say about God?
* Does this marry up with what we know of ourselves and the neighbourhood to which we belong?
* Do we have the people, the access to facilities and the funds that may be required?
* Our decisions must be open to revision and correction and approached with an attitude of humility.

**Key outputs:**

* To discuss areas of strength and weakness based on what is currently being done on each mark,
* Identify opportunities for new, revived or expanded work on each mark
* Set priority programmes and activities for the next three years
  + Set time-lines for implementing these programmes and activities

**SECTION A**

How do we understand ourselves? *(one paragraph)*

**SECTION B**

How do we understand our neighbourhood? *(one paragraph)*

**SECTION C**

What do we sense God is saying to us? *(one paragraph)*

Programmes for the next 3 years

|  | **Mark #** | **Year 1** | **Year 2** | **Year 3** |
| --- | --- | --- | --- | --- |
| **Existing** Programmes to be **Expanded** |  |  |  |  |
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| **Dormant** Programmes to be **Revived** |  |  |  |  |
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| **New** Programmes to be **introduced** |  |  |  |  |
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**Diocese of the Windward Islands Parish of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PROJECT FORM** *(1 per project)*

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| **Project Name** |  | | | | | | | |
| **Target Group** |  | | | | | | | |
| **Commencement Date** |  | | | | | | | |
| **Describe the Present Situation** *(say why you are doing this project)* |  | | | | | | | |
| **Conduct your S-W-O-T  Analysis** | **Strengths:** | | | | **Weaknesses:** | | | |
| **Opportunities:** | | | | **Threats:** | | | |
| **Write your  S-M-A-R-T  Objectives** |  | | | | | | | |
| **Project Details** (describe your project by saying exactly what you intend to do) |  | | | | | | | |
| **Intended benefits and Links**  *(What do you hope to achieve by this project and how does this project relate to other work that you or others have done, are doing, or hope to do in the future)* |  | | | | | | | |
| **Project Coordinator** |  | | | | | | | |
| **Next Steps**  (in the order that they are to be completed) | **Task** | | | | | **Person Responsible** | | **Deadline** |
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| **RESOURCES NEEDED** | | | | | | | | |
| ***Item*** | | ***Quantity*** | ***Unit Price*** | ***Total Cost*** | | | ***Source of Funding or Donation*** | |
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