

All About Women's Ministries Survey

Women's Ministries is a very rewarding part of our church. As we plan, organize, and develop programs, we need your ideas and concerns.

What do you see as the predominant need of women?

How can the church best meet these needs?

What kind of ministry programs would benefit you most?

In what areas of Women's Ministries would you like to be more involved?

What is a new area of ministry you would like to see Women's Ministries implement?

Would you be interested in serving on the Women's Ministries council?

Additional Comments:

Analysis of Your Congregation

1. How many women attend your church? (18 years and older)
2. Estimate the number of women in each of the following age groups:

_____ 18-23	_____ 24-35	_____ 36-45
_____ 46-55	_____ 56-65	_____ 66-75
_____ over 75		
3. How many single women are in your congregation?
4. How many single-parent families?
5. What percentage of the women in the congregation work outside their homes?
6. What is the average distance a woman drives to your church?
7. What does your church do now to minister to women?
8. How are the women in the congregation currently involved in ministry?
9. Have you talked regularly with the pastor and Sunday School superintendent regarding the need for Women's Ministries?
10. What do you think the women in your congregation need?
11. What do you think the women in your congregation want?
12. What can you discover from the daily newspaper about the needs of women?
13. Do you have the finances to support your Women's Ministries?

Council Brainstorming Session

1. Who will you invite to serve on the Women's Ministries Council? What section of the women in the congregation and community does each person represent? What is the reason for inviting each one?
2. Who will facilitate the leadership team's brainstorming sessions?
3. What is the proposed agenda (purpose) of the leadership team?
4. When and where will the sessions take place?

Council Brainstorming Results

1. What purpose statement did the leadership team develop for Women's Ministries?
2. What two to four areas of Women's Ministries did the council target? In what order were they prioritized?
3. Have you updated the senior pastor about the council brainstorming session results? What feedback did you receive?
4. The Next Step: Who will be part of the council for the first event of your Women's Ministries?

Quality Program Checklist

- Meeting room or location
- Clean and well-lit?
- Adequate number of chairs and tables?
- Easy to find?
- Adequate instructions in publicity for finding the location?
- Enough parking?
- Location clearly marked with signs?
- Greeters
- Adequate number?
- Arrive early?
- Sufficient instructions or training on how to be a greeter?
- Registration table present?
- Name tags and pens available?
- Literature about Women's Ministries and the church in general available?

Actual Event

- Provided what was promised in the publicity?
- Began on time?
- Ended on time?
- All program needs (flip charts and markers, overhead projector, handouts, etc.) set up prior to the meeting?
- Program details fulfilled?
- Child care offered safely and sufficiently?
- Refreshments plentiful and appropriate?
- Other special needs or circumstances?
- Your overall rating of this event:
- What could be done to improve this event in the future?

Sample Conference/Retreat Budget

EXPENSES:

Conference/Retreat Expenses

Arrangements:	
Facilities	250.00
Food (includes food for workers during planning)	2550.00
TOTAL	\$2800.00

Hospitality

Hospitality (reception)	\$350.00
Packets (printed bags, tissues, lotion, novelty items)	1200.00
Cookbooks	800.00
Photo expense (photographing conference/scrapbook)	100.00
Plastic name tag covers	200.00
Miscellaneous expense	150.00
TOTAL	\$2800.00

Program

Honorarium (instrumentalists, soloists)	800.00
Honorarium (keynote speaker, seminar leaders)	3000.00
Transportation and lodging for guest leaders	1900.00
TOTAL	\$5700.00

Public Relations

Newspaper advertisement	400.00
Radio advertisement	400.00
Statewide mail out (postage)	500.00
Printed materials (brochures and program)	800.00
Postage (newsletters, registration information)	200.00
Miscellaneous publicity	200.00
TOTAL	\$5700.00

Decorations

General decorations	1450.00
Displays and bulletin boards	150.00
Miscellaneous decorating expense	150.00
TOTAL	\$1750.00

Miscellaneous

Receptionist during event	150.00
Maintenance/moving during event	300.00
TOTAL	\$450.00

TOTAL EXPENSES \$17,000.00

INCOME:

Conference/Retreat Income

750 Ladies @ \$20	15,000.00
50 Ladies @ no expense (speakers, music, scholarships, no shows)	
Women's Ministry Budget	\$2000.00

Sample Retreat/ Conference Schedule

Friday

6:15 PM	Sound check (taped music playing)
6:45 PM	Doors open/Piano prelude
7:00 PM	Welcome/Prayer
7:15 PM	Door Prizes
7:20 PM	Introduce Musicians
7:40 PM	Introduce Guest Speaker
8:40 PM	Announcements
8:45 PM	Dismiss

Saturday

8:00 AM	Sound check (taped music playing)
8:15 AM	Doors open
8:20 AM	Begin music
8:30 AM	Welcome/Prayer
8:35 AM	Announcements/Door Prizes
8:40 AM	Special Music
8:55 AM	Speaker
10:00 AM	Morning Break
10:15 AM	Small Group Sessions
11:30 AM	Lunch
12:35 PM	Choruses and Special Music
12:50 PM	Speaker
2:00 PM	Dismiss

Comments/Survey Form

Thank you for taking a moment to share your ideas and comments. Please circle the number that best represents your feelings. Feel free to write suggestions or ideas on the back of this form and leave it on the table. Hope to see you again next year!

	Excellent				Poor
Retreat Location	5	4	3	2	1
Meals	5	4	3	2	1
Schedule	5	4	3	2	1
Musician	5	4	3	2	1
Speaker	5	4	3	2	1
Communication prior to retreat	5	4	3	2	1
Registration Process	5	4	3	2	1
Group Devotional	5	4	3	2	1
Table Numbering System	5	4	3	2	1
Silent Auction	5	4	3	2	1

In what ways has this retreat encouraged you spiritually?

Would you or your church enjoy assisting in the retreat next year? Yes No

Please check area(s) of interest:

Registration Hostess Decorations Music Packets Other

How many hours did you drive to get to retreat? _____

Are you on our mailing list? Yes No

Do you wish to be added to the mailing list? Yes No

If so, please clearly print your mailing information below.

Last Name: _____ First Name: _____

Street Address: _____ Apt. #: _____

City: _____ State: _____ ZIP: _____

E-Mail Address: _____

Analysis of Your District

1. How many churches on the district have Women's Ministries?
2. What size churches make up your district? How many churches have attendance of

_____ less than 49	_____ 50-99	_____ 100-199
_____ 200-299	_____ 300-499	_____ 500-699
_____ 700-999	_____ 1000-2500	_____ 2500+
3. What does your district do now to minister to women?
4. For what district or service projects could the women assume financial or organization respoinsibility?
5. Do district activities and events include single women, whether or not they are mothers?
6. Have you discussed the need for Women's Ministries with the District Adult Ministries and Sunday School Ministries directors?
7. What are the needs of the women on your district?
8. How can District Women's Ministries help meet the needs?
9. What do you think the women on your district want?
10. What can you discover from the daily newsspaer, women's periodicals, and other magazines about the needs of women?