

# How to form a congregational preparedness plan

## Task 1: Form a team, clarify vision and set goals.

I ended the December *Star* article with the challenge to create a disaster preparedness ministry team. If you did or are considering its need, I trust you will find the follow-up articles a benefit as we go through the different tasks of the *Congregational Disaster Preparedness Plan (CDPG)*.

You do not have to do every task, and they certainly do not need to be accomplished in any particular order, but I would suggest that Task #1 be accomplished first as it establishes the purpose of this ministry group, which will inform the direction of your conversations.

Here are some highlighted points about building a team, clarifying purpose, and setting goals. You can read this in more detail in the CDPG pages 15-17, and use the worksheet on page 57.

### FORM A TEAM

- The purpose of the team is to make sure the congregation is ready to respond to a disaster.
- “Like a congregation’s constitution, the basic plan should be available to anyone who wishes to engage it. Therefore, it needs to be explicit enough to clearly lay out expectations, responsibilities and procedures, while not getting bogged down in detail” (p15).
- To facilitate meetings and make the best use of your time, establish clear expectations and defined roles. Potential roles

are: chairperson, record keeper, and designated communication person.

- Establish a regular meeting schedule to ensure smooth communication, facilitate productivity, and increase participation.

### CLARIFY VISION

- Start with the vision of your congregation.
- Consider how your congregational values might be reflected in the disaster preparedness plan.
- To prevent your efforts from becoming unrealistic and larger than your asset capacity (see December’s article), you should define the parameters of your work. Remember, you can’t do all things, so do what you do best.

### SET GOALS

- Goals help to identify your congregation’s highest priorities before, during, and after a disaster.
- Beginning with your congregation’s mission statement is an excellent place to start.
- Under each goal you can list objectives, which are smaller, measurable steps to achieve the goal.
- You can find Holy Trinity Lutheran Church’s vision and goals on page 16.

### KEEP YOUR CONGREGATION INFORMED

- “People are more likely to champion and participate in the plan if they have been aware of the various pieces, understand why they are important and have had the opportunity to share their perspective and wisdom along the way.” (p16)

You can download a full copy OF the *Congregational Disaster Preparedness Plan* at [www.neiasynod.org/disaster-response](http://www.neiasynod.org/disaster-response).

— Pastor Ron Mathews  
Disaster Response Network



## Lenten Devotions Resource

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