

Church Readiness and Ministry Needs Assessment

Full-size companion resource • Print additional copies as needed. Keep candidate-specific information in restricted, secure storage.

Purpose: Describe the congregation as it actually is, not merely as members hope it will become. Complete this assessment with accurate records and appropriate input from church leadership and members.

Church: _____ Assessment date: _____

Prepared by: _____ Approved by: _____

Part 1: Our Identity

Our church's mission and ministry convictions:

Essential doctrinal commitments and denominational affiliation:

Three strengths we want to preserve: 1. _____ 2. _____ 3. _____

Part 2: Our Present Condition

Area	Evidence or description	Source / date
Weekly attendance and trend	_____	_____
Membership and engagement	_____	_____
Financial capacity	_____	_____
Staff and volunteer health	_____	_____
Discipleship and pastoral care	_____	_____
Community mission and outreach	_____	_____
Relationships and unresolved conflicts	_____	_____
Governance and leadership roles	_____	_____

What do church leaders agree about? _____

Where do expectations differ? _____

What does the church need to address regardless of whom it calls? _____

Part 3: What Will the Next Pastor Inherit?

Recent pastoral transitions or significant leadership changes (factual summary):

Existing commitments, difficult relationships, or unresolved operational issues:

Resources and support available to the incoming pastor:

Part 4: First-Year Priorities

Ministry priority	Why it matters	Support available
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Avoid promising that a pastor can guarantee numerical growth or fix every challenge alone.

Part 5: Readiness Decision

- ☐ **READY:** The church has approved doctrine, governance, role expectations, and compensation parameters sufficient to recruit honestly.
- ☐ **READY AFTER ACTIONS:** Recruitment may start after the specific actions below are completed and approved.
- ☐ **NOT READY:** Significant questions about authority, ministry expectations, resources, or unresolved concerns require attention before recruitment.

Actions to resolve: _____

Owner: _____ Due date: _____

Authority confirming readiness: _____

Date of confirmation: _____