Youth Ministry Architects exists to:

- design sustainable, deep-impact youth ministries, one church at a time,
- build the competence, joy, and longevity of professional youth workers, and
- construct bridges to the best youth ministry resources available today.

**Building Sustainable Youth Ministries...One Church at a Time**

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**National Youth Ministry Conference 2009:**

**Secrets to a Healthy Youth Ministry**

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**Builder’s Checklist**

I. Stage One: Creating the Blueprint, Preparing for the Process

A. Control Documents

1. Youth Directory
2. 12-Month Major Event Calendar
3. Recruiting Needs List (Partners)
   - Sunday Mornings
     - Number of Different Settings:
     - Number of Volunteers Needed:
   - Small Groups
     - Number of Groups:
     - Number of Volunteers Needed:
   - Large Group(s)
     - Number of Different Settings:
     - Number of Volunteers Needed:
   - Major Event Coordinators
     - Number of Volunteers Needed:
4. Recruiting Pool List
   - Names: Behind the Scenes, With Kids, or Both
   - Rating: A, B, C
5. Job Descriptions

B. Visioning Documents

1. Mission Statement
2. Values
3. 3-Year Revolving Goals/1-Year Benchmarks
4. Organizational Chart: Including who will play the role of the Architect, the Construction Foreman, and the Construction Worker(s)
II. Stage Two: Laying the Foundation

A. Recruiting a Partner Volunteer Team

B. Gaining Buy-in/Approval for the Visioning Documents from Key Stakeholders, including the Senior Pastor, Elders, etc.

C. Contacting Every Student in the Youth Ministry

D. Learning the Names of Every Student in the Youth Ministry

E. Contacting Every Parent of Youth in the Youth Ministry

F. Selecting a “Good Enough” Curriculum for the Rest of the Year

G. Developing a Youth Ministry Communication Plan, including
   1. Communications Coordinator
   2. Web
   3. Bulletin Board
   4. Church Publications
   5. Food Coordinator

III. Stage Three: Beginning to Build

A. Scheduling Regular Volunteer Leader Gatherings

B. 1-on-1 or 1-on-2 Face-to-Face Meetings With All Volunteers

C. Long-Term Staffing Plan (to Provide Capacity to Achieve the Three-Year Goals)

D. Developing a Recruiting Needs List (Helpers)

E. Youth Ministry Manual

F. Curriculum Template (6 or 7 Year Plan)

G. Compliance Documents: Music and Video Copyright Licensing, Background Checks, Child Protection Policy

H. Major Event Notebooks
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IV. Stage Four: Placing the Walls

A. Student Apprenticeship Process

B. Parent Engagement Events

C. Game Plan for Integrating Youth Into the Life of the Larger Church

D. Executing One High Impact/High Visibility Program

E. Developing a Game Plan for Launching Small Groups

F. Updating Youth Ministry Facilities