

# Christian Alliance Ministries

*Northwestern Theological Seminary – Worldwide Church of Jesus Christ  
The Theology Journal – The International Association of Christian Theologians*



## Director's Manual

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# Christian Alliance Ministries

## Ministry Planning for New Directors

### Before We Start

Dear Director

As a Director in this ministry it is very important that you realize that you have been called by God to work in His purpose and plan for this ministry. As you begin developing your Regions it is important to realize that people will follow those that can share and demonstrate their call to this work and God's anointing on the ministry. God expects us to do our part, just as He expected the Disciples to obey the Great Commission and pass this responsibility to every new Disciple so that it would perpetuate throughout the ages even as we continue in this tradition today.

If you have captured the vision of this ministry as given by God, there will be no holding back in your experience of the excitement and joy of His presence, which we are now living as part of this ministry. His empowerment by the Holy Spirit is necessary in order to be effective as the call and empowerment is transferred to each new Director who then must transfer it to those who become part of this ministry throughout their regions.

We invite you to take your time and review this Ministry Planning Guide for New Directors and get excited about what God is now doing around the world in regions where our ministries are currently operating, by referencing the Theology Journal at: [www.theologyjournal.com](http://www.theologyjournal.com) Concerning your region, we ask that you Pray for and receive the ANOINTING FIRE of the Holy Spirit. May the Holy Ghost fall on you, empowering you to show yourself as an obedient servant, a DISCIPLE to His call.

### Let's Begin

In our call to expand throughout the world, we must establish the following points:

- Understand the Vision
- See Godly Purpose
- Review and Understand the Tools
- Set Objectives
- Set Controls
- Establish an Action Plan
- Recruit a Regional Director's Team
- Evaluate Strengths
- Evaluate Weaknesses
- Evaluate Opportunities
- Evaluate Threats
- Develop an Expansion Plan
- FOLLOW THROUGH

## The Responsibility of the Director

- a. **Understand the Vision** – the Director must have an understanding of what is the overall vision of the ministry.
- b. **See Godly Purpose** – the Director must be fully convinced that the Vision of the Ministry has Godly Purpose as its foundation.
- c. **Review and Understand the Tools** – the Director must fully understand how to utilize the tools of the ministry in order to use them in his Expansion Plan. This includes a thorough knowledge of the resources available on the different websites and how each program works.
- d. **Set Objectives** – Objectives is basically answering the question, “Where do we want to go?”
- e. **Set Controls** – It is very important that a system be developed in order to both, monitor and assure that the program is heading in the right direction and be able to report as to the achievements of markers (points in the plan that are achieved) along the way. Spreadsheets are a very important aspect of Controls and provide you with the information needed in order to submit your monthly reports to the Ministry Administration Office.
- f. **Establish an Action Plan** - Tactics represent the actual action plan of the objectives by answering the question, “How are we going to get there?” This includes setting specific points in the plan (markers), which can be measured and achieved.
- g. **Recruit a Regional Director’s Team** – This for the Director represents the organized implementation of the project plan. The Director’s Team will understand the Vision, Godly Purpose, Tools, Objectives, Controls, and Action Plan in order for these to be represented regionally. The International Director should spend time nurturing relationships with those that can be placed in Regional positions.

## The Responsibility of the Whole Regional Team

- a. **Evaluate the Strengths** – Study the effectiveness of the tools and how they are applied in the project. Be sure that effective methods are being shared among regions. That a model is being put in place in order to continue to strengthen the whole team.
- b. **Evaluate the Weaknesses** – Quickly identify those things that are hindering and make plans to replace them with more effective actions. Be sure to monitor negativity in the team, and continually assure the team that the vision is attainable through the confirmation of the Godly plan and purpose.
- c. **Evaluate Opportunities** – Everyone should have the ears and eyes open to unexpected opportunities and doors that God will provide and act on them. The ministry focus should be on achieving all that God has called us to do, through continued obedience and dedication to the ministry.
- d. **Evaluate Threats** – Everyone should be aware that we do battle an enemy who is looking for opportunities to hinder or stop the work of God in the ministry. We

- should quickly bring things to prayer when a possible threat is recognized. We should be sensitive to the Holy Spirit's leading in order to follow His commands.
- e. **Develop an Expansion Plan** – The Church operates in a system of networking. Jesus himself utilized 12 Apostles in order to spread the Gospel throughout the World. We must keep in contact with those that can provide introductions of others to this ministry.
  - f. **FOLLOW THROUGH**—Do it, Make it happen through His empowerment...

## Ministry Tools:

The followings tools can be used when presenting the ministry to a potential Regional Director or Branch Seminary:

1. Christian Alliance Ministries 25-Year History
2. Northwestern Theological Seminary 25-Year History
3. Email Forwards of Ministry News and Expansions
4. Networking within our relationships with others
5. Tri-Fold Brochures of Ministry
6. Websites:
  - Christian Alliance Ministries
  - Northwestern Theological Seminary
  - Seminario Teologico Northwestern
  - Northwestern Theological Chinese Branch Seminary
  - Christian Alliance Ministries Pakistan
  - The Theology Journal
  - TIACT
7. Presentation of Ministry through Home and Church Visits
8. See the Ministry Package that follows.

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## Recruiting Directors:

God will draw those that will be part of this ministry, but we must go and present to them the ministry. If God has called them, they will feel the desire and responsibility to be part of the ministry. We may know people right now that can possibly introduce you to your next director, but we must network and believe in what we are doing for God in this ministry.

- a. **The Ministry Package:** You can network by preparing a ministry introduction package and either mailing it or presenting it to key people that you feel led to. Be sure to include The Complete Branch Seminary Guide in the introduction package.

**\* The Complete Branch Seminary Guide is available and may be printed directly from the [www.theologyjournal.com](http://www.theologyjournal.com) website.**

## Spreadsheets (or other tracking forms):

Use spreadsheets to keep track of contacts and ministry directors. The Spreadsheet can have the information on the directors with the ability to input ministry census, Branch Seminaries, Number of Students, Pending Branches, Last Communication with Director, etc.

The objective is to be able to monitor and track ministry growth by individual director and region. In this way you can better assess in which areas are specific regions may have needs for guidance...

You can also do the same with every contact you make. Through persistence and obedience to the direction of the Holy Spirit, you can recruit new director simply by establishing relationships through ongoing communication. This is extremely important in areas where because of the danger involved in operating a ministry, first initial contacts are just a means of establishing a trust factor before proceeding.

Spreadsheets also make it simpler to provide your monthly reports to the Administrative Office of the ministry.

#### SAMPLE

Director Name	
Region	
Email Address	
Ministry Census	
Student Census	
Active Branches	
Pending Branches	
Last Communication	
Notes	<b>Comment Box</b>

Although this sample was done using Excel, you can opt to just making a sheet to fill in regardless of the method that you used to collect the information from your region. The important thing is that you can now track each Director and Branch and provide your monthly information utilizing this information quickly, easily and efficiently.

You can build a simple table utilizing Word or any other Word Processing program, if you do not have Excel. Contact the office, if you need assistance setting up your spreadsheet.

## Understanding the Branch Seminary Program

NOTE: Due to the fact that this program is very important in the structuring of the ministry in your region, we have found it necessary to explain again. You can obtain and even print out more detailed information at: [www.theologyjournal.com](http://www.theologyjournal.com) under Branch Seminary Program.

The Branch Seminary Program is crucial to the success of God's plan of creating disciples throughout the regions. This plan is a clear representation of obedience to God's calling to carry out the Great Commission of Matthew 28. We are commanded to and we must make new disciples throughout the world, as Jesus has requested.

The power of the program is found in its simplicity. This allows for the Holy Spirit to work and direct the student's life as he reads through the Bible. We do ask that whoever is placed to lead the weekly meetings be more advanced in their studies or knowledge of the Scriptures, as students will be asking questions during these meetings on the BIBLE study material they have been working on throughout the week at home.

## Church Charter and Affiliations

Another powerful program. Church Charters are offered by the Worldwide Church of Jesus Christ, another ministry of Christian Alliance Ministries. Church Charters allow for independent ministries and churches to be part of a greater ministering body while maintaining independence and anonymity in its ministry. The church or ministry only needs to recognize its affiliation or charter with the CAM Ministries; Worldwide Church of Jesus Christ, yet will still remain independent and be self-governed by the local congregation and or ministry board.

We believe that ministries and churches that would like to receive the recognition of being affiliated with larger body will benefit from this type of relationship. Churches and ministries that are chartered or affiliated with this ministry are allowed to open a Branch Seminary Program from their own locations.

A major benefit of this type of Charter or affiliation is the ability for an independent pastor to receive ordination through Christian Alliance Ministries / The Worldwide Church of Jesus Christ, a ministry that is recognized as a religious order in the United States and in many countries throughout the world. Your congregation will be part of the great accomplishments that the Lord is doing through our members on a daily basis and through your news updates; you will be able to report to your congregation the developments in growth, discipleship and spread of the Gospel in the USA, Europe, Asia, and The Middle East. Through your weekly updates for the pulpit, your congregation will sense that they now belong to a great worldwide move of God.

## TIACT Membership

As part of the benefits of Affiliating or Chartering with this ministry, Ministers and Lay Leaders are given the opportunity of receiving membership with The International Association of Christian Theologians, an association that has a large number of members throughout the world from a large variety of denominations and ministries.

This membership compliments the individual pastors, teachers, and lay leaders recognizing their efforts of providing instruction in areas of theology in their local congregations and regions.

## In Summary

Christian Alliance Ministries has been equipped by God to offer a full range of ministry services to the body of Christ throughout the world. Our obvious focus on fulfilling the call of Christ through the Great Commission of making disciples around the world, has allowed for many regions to be blessed with great increases in the blessings of God.



Church and ministries have reported a great increase in their numbers as they now are able to offer a well rounded ministry program to their local congregations that includes an educational program that can lead to an theologically accredited, state recognized Bachelor of Theology in Biblical Studies.

Ministries have also found that through the tuitions, *which they are permitted to charge and keep a FULL 100% of*, have helped to increase the overall ministry income and help provide an increase in the Director's income as well.

We believe that your excitement in the presentation of what God has called us to offer as a ministry will increase the desire of those that may feel the calling of God to join this work. The regions around the world that have taken hold of the vision and purpose of God for this ministry have grown in great measures and have seen the glory of God in their work.

So, please pray and then begin to further develop your ministry today by committing to do all that you can do, and put to work this great program of discipleship and growth as it has been presented to you for your blessing. You are called; He will empower you for great accomplishment as is pleasing to Him.

May God be glorified through your steadfast diligence and dedication to the cause of the Gospel!

Sincerely In Christ

Presiding Bishop:  
Dr. Howard M. Sarkela

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Dr. Samuel Galloza

Christian Alliance Ministries Worldwide  
The Worldwide Church of Jesus Christ  
Northwestern Theological Seminary  
Seminario Northwestern  
The Theology Journal  
The International Assoc. of Christian Theologians