



BEYOND *the*
WELCOME:

Churches Responding to
the Immigrant Reality in Canada

**ACTION
PLAN**

Beyond the Welcome Action Plan

This *Beyond the Welcome* Action Plan is part of a Resource Toolkit designed to help your congregation develop an intentional response to the needs and aspirations of new immigrants. We offer the following step-by-step guide as a resource to assist your congregation in moving from discussions to action.

Assess the Situation

Once you have decided to embark on a *Beyond the Welcome* journey, your first step is to hold an initial meeting of people who are interested in the topic. The goal of this group is to discuss how the immigrant reality is experienced within your congregation, and develop recommendations as a result. You could call this group your “assessment team”.

Action Steps		
Task	SMART* Goal	Person Responsible
Establish an Assessment Team	A church leader will recruit approximately 8-12 individuals to be part of the assessment team by <i>(Date)</i> .	A Church leader <i>(Name)</i>
Conduct Assessment Meeting	The Assessment Team Chair will host the meeting by <i>(Date)</i> .	Assessment Team Chair <i>(Name)</i>
*SMART Goals – Specific, Measurable, Agreed-Upon, Results-Focused, Time-bound		

First Assessment Team Meeting (90 minutes)

Once you have given each participant a chance to discuss their interest in this topic, consider briefly reviewing the key findings of the *Beyond the Welcome* Report and relevant City Report as a group. Next, walk through the steps outlined in the *Beyond the Welcome* Congregational Assessment. Finally, record the results for your church with an “X” in the columns below.

Summary of the *Beyond the Welcome* Congregational Assessment Results

Corporate Worship	REFLECT	PLAN	DEMONSTRATE
Worship Community			
Preaching & Teaching			
Prayer			

Congregational Programs	REFLECT	PLAN	DEMONSTRATE
Program Planning			
Church Programs (primarily to the congregation)			
Community Programs (primarily to the community)			

Leadership & Governance	REFLECT	PLAN	DEMONSTRATE
Mandate (Values, Mission & Vision)			
Budget			

Design the Response

Second Assessment Team Meeting (90 minutes)

As a group, decide on the Tasks and SMART* goals needed to develop your *Beyond the Welcome* Plan. Sample Tasks are included below.

Action Steps		
Task	SMART Goal	Person Responsible
Analyse Assessment results		
Establish recommendations		
Review Resource Toolkit		
Construct an implementation plan		
Seek the implementation plan's endorsement by Church Leadership.		
Launch the plan		
SMART Goals – Specific, Measurable, Agreed-Upon, Results-Focused, Time-bound		

Here are a couple of Pro-tips to consider when writing recommendations for your church to consider:

- a) *The Pace* - Consider what can reasonably be accomplished over the next 12 months (i.e. no more than 5-7 total recommendations).
- b) *The Priorities* - How does this initiative interact with existing church priorities?
- c) *The People*– Ensure you consult with all those whom the goals will directly impact.

Sample Recommendation Template:

Corporate Worship		
Recommendation	How	Resources from the Toolkit ¹
1. <i>Worshipping Community – move from our current 'Reflect' stage to the 'Plan' stage in the Beyond the Welcome Congregational Assessment by (Date).</i>	<i>By planning to observe new immigrant celebrations or concerns 3 Sundays/year.</i>	<ul style="list-style-type: none"> • Scriptures on Welcoming new immigrants • Tools on Refugee Awareness

Congregational Programs		
Recommendation	How	Resources From the Toolkit
1. <i>Program Planning --</i>		

Leadership &		
Recommendation	How	Resources From the Toolkit

¹ Consider consulting the *Beyond the Welcome* Toolkit to assist you in implementing your recommendations.

1. <i>Mandate (Values, Mission and Vision) --</i>		
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Implement the Plan

Once your recommendations have been discussed and accepted by the church, consider creating an Implementation Plan for each element that has an accepted recommendation. *A sample recommendation implementation plan is included below:*

Element :	Worshipping Community	
Recommendation :	Move from our current 'Reflect' stage to the 'Plan' stage in the Beyond the Welcome Congregational Assessment by (Date).	
How:	By planning to observe new immigrant celebrations or concerns 3 Sundays/year.	
<i>Task</i>	<i>SMART Goal</i>	<i>Person Responsible</i>
Meet with Worship Committee to discuss our suggestions		
Decide on which Sundays to celebrate in the calendar year		
Recruit a point person to take leadership for each of the three Sunday celebrations.		
SMART Goals – Specific, Measurable, Agreed-Upon, Results-Focused, Time-bound		

Evaluate the Plan

When you have implemented your plan, gather the original assessment team together and review the *Beyond the Welcome* Congregational Assessment again. *What progress has been made since your initial meeting? What stories do people have to share?*

Action Steps		
Task	SMART Goal	Person Responsible
Reconvene an Assessment Team to complete the <i>Beyond the Welcome</i> Congregational Assessment again.		
Identify areas where progress in welcoming immigrants has been made		
Collect stories that illustrate this progress		
Celebrate this growth through an event that shares what God is doing in your congregation in this area		
SMART Goals – Specific, Measurable, Agreed-Upon, Results-Focused, Time-bound		