OWays to Recruit and Manage Church Volunteers Through Internet Technology

1 Recruit

2 Register

3 Remind

4 Revise

5 Record





But if anyone has the world's goods and sees his brother in need, yet closes his heart against him, how does God's love abide in him? 1 John 3:17 (ESV)

One of the biggest struggles churches face is how to mobilize volunteers to serve within the church and outside the church walls in the community. Closed hearts are not the problem. There are millions of Christians gathered together every Sunday morning who are anxious to reach out and share their faith with others in real and impactful ways.

But church members across the country cannot easily connect to specific needs within their communities that fit their skills and interests. Most church staffs would be overloaded trying to assimilate known needs and match them with willing volunteers that could meet those needs.



Through Internet Technology

Increasingly, churches are taking advantage of low-cost and no-cost technologies and more are turning to their website to communicate with members.



Christ Fellowship Church in McKinney, TX applied Meet The Need's leading edge technology to every phase of their 3e Garage Giveaway to coordinate donations, logistics, and over 1,000 volunteers to serve their community in a big way!

Churches are still relying on pen and paper, phone calls and emails to coordinate volunteer needs. But the needs far outpace the capacity of these old fashioned tools. But churches are beginning to recognize the opportunity presented by data management and communication technologies that are revolutionizing the corporate world. Meet The Need is on the forefront of developing these tools and working with churches and ministries across the country to improve volunteer recruitment and management efforts.

Volunteer Recruiting and Management happens in 5 primary steps:

- 1 Recruiting Volunteers
 - 2 Registering Volunteers
 - **3** Reminding Volunteers
 - A Revising Needs and Assignment Details
 - **5** Recording the Volunteer Time and Needs Met

Let's compare how these steps are traditionally completed by ministries and organizations every day and how technology can facilitate these activities much more effectively.



Recruiting Volunteers

Communicate church and community volunteer opportunities to your members!

Recruiting Volunteers by Traditional Methods

Churches typically spend a great deal of time and resources trying to mobilize and equip members to serve. Besides representing Christ to the community, encouraging church members to serve has proven to fostering unity, fellowship and excitement within the church. But communicating volunteer needs to members and knowing that members follow through to meet those needs presents challenges.

Inside the Church

Whether undertaken by church staff or lay leaders, coordinating volunteers to meet internal needs like childcare and ushering is most often done by word of mouth recruitment, spreadsheet management, and phone calls or emails to overcome shortages or lastminute cancellations. This is ineffective and stressful.



During the Holiday Season

Planning church events, hosting holiday meals or food drives, collecting for local charities or coordinating volunteers to serve with local ministries, the holidays are busy! This is a peak time for church staff but church members often turn up in droves for these special events. This can be overwhelming for the church and the ministry to manage.

Year Round Community Service

After the holiday push, or after sporadic large-scale coordinated outreach or ministry events, churches often experience a "vacuum" effect. Church and ministry staff and volunteer organizers simply do not have the tools to sustain the holiday-time level of activity or to capitalize on the members' motivation throughout the year.

How can a church gather the constant flow of volunteer needs at ministry partners, filter them, and put them in front of members year round? Even if they could, how would members sign up, get reminders, etc?



Through Internet Technology

In an age when the business world, online shopping, and social media tools connect us all so well, church staff and lay leaders still communicate volunteer needs to their members via:

- ◊ Pulpit
- ◊ Bulletin
- ◊ Emails
- Word of mouth (e.g. Small Groups)

But paper, email, and word of mouth could never effectively engage your members to convey and respond to the high volume of year-round volunteer needs at your church and in the community.

> Members of Fellowship Bible Church in Little Rock, Arkansas can find opportunities to serve through various community ministry partners on the church website.





Through Internet Technology

Recruiting Volunteers by Traditional Methods

Recruiting	Methods	Results
Inside the Church	Phone calls and emails	Largely inefficient
	Newsletters, bulletins	Stressful for staff and leaders
Holiday Season	Announcements from the pulpit	Volunteer turnout can be overwhelming and hard to manage
	Word of Mouth	Creates a "vacuum" effect after the sea- son
Year Round		Manual efforts cannot be sustained year round

Recruiting Volunteers With Technology

How many staff members would your church have to add to effectively respond to the needs in your church and community? Working with the same limitations of traditional methods, more staff would still not address the problem. The staff is not to blame for the "bottleneck" in the process. Meet The Need has applied technology that can revolutionize this process in ways that unlimited staff resources never could.

Instead, imagine:

- Members can "shop" on your church's website for opportunities to serve inside or outside the church that fit their skills and interests.
- Members and partners can access the Meet The Need system seamlessly without ever leaving the church's website.
- Volunteers who "opt in" to receive emails from you or from partner ministries are notified automatically of new needs.
- Internal ministry leaders and local ministry partners are empowered to post their volunteer needs directly into the system for members to see.
- You completely controlling what is displayed on your website.





By transferring ownership "out" (to partners) and "down" (to team leaders) for posting and managing volunteer needs, the process is more efficient and church has greater impact in the community as more engaged members and a greater impact in the community as members have greater access to opportunities to serve.



Use your website to let local ministry partners connect directly with your members.



Through Internet Technology

Recruiting Volunteers With Technology

Recruiting	Methods	Results
Inside the Church	Church staff and ministry leaders enter needs.	Church members "shop" for volunteer opportunities directly on the church site
		Ministry partners enter the organization's needs directly.
Holiday Season	Church or local partner ministry staff input needs for special holiday events.	Volunteer "vacuum" effect is avoided; energy and effective- ness is maintained year round.
Year Round	Church or local partner ministry staff input ongoing needs.	

Through Internet Technology



In Grapevine, Texas, Gateway Church's Bless! System powered by Meet The Need allows ministry partners to present needs to church members. Church Members can "shop" for needs to meet in various categories.

2 Registering Volunteers

Take signups for each shift and see contact details and commitments for every volunteer!

Registering Volunteers by Traditional Methods

Churches typically gather volunteer information from Members and Small Groups using paper and pen on a sign-up sheet or maybe even with an online form. Paper registrations often return to you incomplete, illegible, or incorrect information. Whether online or on paper, all of this information still needs to be entered into a spreadsheet to be tracked and managed which requires a great deal of manual effort.



Through Internet Technology

Registering Volunteers by Traditional Methods

Registering	Methods	Results
Gathering	Sign up sheets and	Information can be incomplete or incorrect.
Information	online forms	Information gathered in different ways is difficult to pull together.
Organizing	Spreadsheets	Incomplete or incorrect information is not usable.
Information		Risk of error or missed information.
		Data can be difficult to manage and manipulate.

Through Internet Technology

Registering Volunteers With Technology

How much time and energy could be saved if the gathering and organizing of information could be automated? We all lead busy lives. Allowing volunteers to make commitments and provide their information at any time day or night, would simplify the process for everyone.

		Login
Individual Re	egistration - Step 1 of	2
		re others in meaningful and tangible ways. Your personal information will shared with any other organizations.
Items with * are require	ed.	
Church / Company:*		ase enter the name of your Church or Company here. If none, check
First Name:*		
Last Name:*		
Address 1:		
Address 2:		
Country:*	United States]
City:*		
State/Province:*		
Zip:*		
Phone:*	(xx	x-xxx-xxxxx)
Email:*	Thi	s will be your Username. Need an email address? Click here.
Create Password:*		
Confirm Password:*		
CLICK HERE	TO READ THE TER	MS OF USE AND CONTINUE
We also recommer	nd reading our PRIVACY POLI	CY.

Regitrations can be collected right on the website. Critical information can be required to submit the form.



Through Internet Technology

The registration system within Meet The Need's software allows you to:

- Replace sign up sheets and online forms with an online-shopping-type interface on your church's web site where members can search and sort needs at any time of day or night.
- Even if members go directly to a local ministry's site to sign up to meet specific needs, you will still see where they volunteered and what they did. You can event gather testimonials!
- Easily accept registrations for one-time or recurring (e.g. weekly) needs.
- Easily view contact information on your Dashboard for all those who signed up for each need and share this information with the coordinator.
- Automatically keep only open needs visible to members on your website; needs or volunteer shifts that have been claimed are instantly removed.



Easily track needs met and needs outstanding and automatically keep the outstanding needs up to date and in front of your members.



Through Internet Technology

Registering Volunteers With Technology

Registering	Methods	Results
Gathering Information	Comprehensive online registration and informa-	Risky transfer of data from collection tool to management tool is eliminated.
	tion gathering processes.	Vital information can be required, format can be specified for completeness and consis- tency of data is assured.
Organizing	Dashboard gathers and	Data and reports can be filtered and sorted.
Information	presents information.	Registrations can be saved for recurring needs.



"Not only does Meet The Need release the bottle neck at the church staff level on getting serve opportunities to your congregants, but it empowers individuals to put their faith into action. The load has finally been lifted from outreach church staff, who feels the heavy burden of trying to connect gifted servants to needs in the community. Now, at a touch of a button people can match their own personal gifts and promptings directly to a person, ministry or even a non-profit."

> *Kim Crosby, Missions & Outreach Van Dyke Church, Tampa, FL*

Us Events	Ministries Outreach Gateway Groups Get Connected Media Store	
All "Youth at Ris	sk" Opportunities	
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Members "shop" for needs or volunteer opportunities on your website and then "check out" to commit to meet those needs.



3 Reminding Volunteers

Feel confident that the number of volunteers you or expect is the number that will actually follow through or show up to serve!

Reminding Volunteers by Traditional Methods

Churches typically spend many hours trying to confirm volunteer commitments and to leave reminders or notify volunteers of changes.

Reminders

Sending emails, making calls, and leaving voicemails is extremely time consuming and leaves you unsure who got the message and who will show up to serve.

Cancellations

If someone notifies you that they cannot meet their commitment, you are left scrambling to find a replacement, sending more emails, making more calls, and uncertain of the need being met.

Adjustments

Volunteering for local ministries as a groups can be great for your members, Sunday School class, or Small Group. But if you commit to send a group of volunteers and cannot be sure how many members will show up, you risk having too few representing your church and disappointing the ministry partner.



Through Internet Technology

Reminding Volunteers by Traditional Methods

Task	Methods	Results
Confirmations and Reminders	Phone calls and emails	Labor intensive Can't reach people
Cancellations	Take last-minute calls and emails	Too few show up Adjust quantities needed on spread- sheet
Adjustments	Groups may call or email (or may not!) as they grow and shrink	Too many or too few show up

Through Internet Technology

Reminding Volunteers With Technology

Are you often surprised by the number of volunteers who do – or do not show up to serve? Do you often find yourself shifting volunteers or recruiting more due to last minute changes or cancellations? Meet the Need's online systems go far beyond registration. Throughout the process, the website can serve as a hub for changes or cancellations and the needs and reports are automatically adjusted to reflect the changes so you always know what to expect and what you still need.



When necessary, commitments can be changed directly in the system. A cancelled volunteer spot will automatically show up back in the system.





Technology can now make it easier to manage reminders, cancellations, and adjustments:

Reminders

Emails can be scheduled 21 days, 7 days, and 1 day before the volunteer's scheduled date. This saves time and decreases no-show rates.

Cancellations

If a volunteer cancels through your website or the church/company's site the need will automatically reappear on your site as an unmet need.

Adjustments

Groups can go online to adjust their commitment by increasing or decreasing the number of group members available to volunteer. You know how many volunteers to expect. You can also adjust the number needed "on the fly".



Through Internet Technology

Reminding Volunteers With Technology

Task	Methods	Results
Confirmations and Reminders	Automatic emails 21 days, 7 days and 1 day before their volunteer date(s)	Decrease no-show rates and save time emailing all volunteers
Cancellations	Your volunteers cancel through your church's web site	When someone cancels a need that was previously filled, that need instantly reappears on your web site and every other site showing a need for 1 more per- son!
Adjustments	Your groups of volunteers can in- crease or decrease the number of people in their group through your church web site	Actually get the number of volun- teers that you expected!



A Revising Needs and Assignment Details

Share changes to the number of volunteers needed and logistical details with prospective and current volunteers!

Revising Needs and Details by Traditional Methods

Churches typically communicate changes in manual, unreliable ways. Changes made to the level of volunteer participation needed or the logistics of fulfilling the need are normally communicated to volunteers by email or phone. Communicating this way is labor intensive and unreliable. You cannot be certain that volunteers will get the messages and you run the risk of people showing up at the wrong times or the wrong places.



Through Internet Technology

Revising Needs and Details by Traditional Methods

Revising	Methods	Results
Make Revisions	Paper and pen or spreadsheets	Static, not instantly shared with others
Communicate to Pro- spective	Emails and phone calls	Labor intensive
Volunteers		Not certain that key individuals will/can eas- ily share the updates
Communicate to Cur-	Emails and phone	Labor intensive
rent Volunteers	calls	Can't reach some so can't be sure all re- ceived message
		Some people show up and wrong times and/ or places

Through Internet Technology

Revising Needs and Details With Technology

Do you work with several different local ministries and find it difficult enough to get that information to your members – then your communication challenges are multiplied by the inevitable changes and revisions to needs or event details?

When you and your partners make revisions directly in the system, the Meet The Need Dashboard instantly communicates the change to all your volunteers. Ministry partners can make their own changes as needed. All these revisions automatically appear on your website, scheduled reminder emails are automatically updated with the revised information, and email notifications can be created to target specific volunteers affected by the revisions.

Pending Comm	itments	to Ou	r Organization – 1 to s	5 of 5 🌘				DASHBOARD
Name Date Range	Type & Category	Please Se Please Se Please Se	lect (All)	28 I Volunte	er Re		ort to cel	
Being Met By 🔶 🕈	Category 🗢	Date Time	Description +	# of Vol's/Items	Individuąl Hours	Method \$	Recipier#t	Agreed to Meet‡ On
Jim @yahoo.com Sample Church1	Grants / Fundraising		Christ's Haven for Children has wonderful donors who deserve to be thanked no matter what Location: <i>KELLER. TX</i>	1 of 3 promised (Edit)	9	Through Organization	Christ's Haven For Children	11/25/11
Cassie Fort Worth, TX 76244 903- @yahoo.com Gateway Church	Grants / Fundraising		Christ's Haven for Children has wonderful donors who deserve to be thanked no matter what Location: KELLER, TX	1 of 3 promised (Edit)	9	Through Organization	Christ's Haven For Children	10/18/11
Melanie Southlake, TX 76092 817 - Gateway Church	Ministry Administration / Clerical	12/16/11 01:00 PM - 05:00 PM	We are in need of Christmas Interns! Beginning mid-November to mid- December, we will need Location: KELLER, TX	1 of 1 promised (Edit)	4	Through Organization	Christ's Haven For Children	10/17/11
Lisa Fort Worth, Texas 76244 817- @verizon.net Gateway Church	Ministry Administration / Clerical		We are in need of volunteers to help in the Community Enrichment Center by answering phone Location: KELLER, TX	1 of 1 promised (Edit)	2	Through Organization	Christ's Haven For Children	09/27/11
Bibi Northlake, Texas 76262 718-' @att.net Gateway Church	Other Volunteer Opportunities	12/31/12 01:00 PM - 05:00 PM	The food pantry at Christ's Haven provides the cottages on campus food and toiletries whic Location: KELLER, TX	1 of 4 promised (Edit)	4	Through Organization	Christ's Haven For Children	10/16/11

From the dashboard, you can see commitments made and needs that have been met.



Through Internet Technology

Revising Needs and Details With Technology

Revising	Methods	Results
Make Revisions	On Meet The Need Dashboard. Revisions can be made by the ministry partners themselves.	Instantly communicated to all current and prospective volunteers
Communicate to Prospective Volunteers	Updates on Dashboard instantly adjust quantities shown and details on your site	Notification in seconds when a change is made with no extra effort
Communicate to Current Volunteers	Content of reminder emails auto- matically changes. You can also auto email all volunteers in each shift that has changed.	Volunteers show up at the right place and the right time



Through Internet Technology

Description: Mentor at Texas Juvenile Justice Department (TJJD) through One Her	the second se
(www.oneheart.com). Volunteer 3-4 hours a month. Impact the life incarcerated male ages 15-18 by visiting him on-site. Some of the have never had a visitor during their incarceration. Your commit provide encouragement and kindness that they've never had. TJJD v	of an se young men ment will help
# of Volunteers Needed: 25 total, and 23 remain unfilled	
er User Volunteer Limit:	
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imple Recurrence	
Ve've determined that you are using the simple recurrence feature.	
nfortunately, this need has legacy data associated with it and is not eligable for upgrade. If you wish to use the new recurri Start Date: 10/01/2011 (MM/DD/YYYY)	ing leature please create a new need
End Date: 06/30/2012 (MM/DD/YYYY) *This need will not appear in Search Results after the date	you enter here.
iming and Recurrence	
Time: 09:00 AM 💌 to 05:00 PM 💌	
Display Status: 🙍 Active	
© Inactive	

As you or your ministry partners need to make revisions, the information is updated automatically from the dashboard, and changes appear on the website and in upcoming reminders.



5 Recording Volunteer Time and Needs Met

Measure the activity level and impact of your church in serving during any specified time period!

Recording Volunteer Time and Needs Met by Traditional Methods

How many times does a church miss stories about how a member went out to help a local family or how a small group served at a local ministry? With Meet The Need, you will see all needs met by members inside or outside the church on your church's private, access-controlled Dashboard. Even if that member or small group signed up through a local ministry's web site (rather than your web site), you will still know everything those members did to serve at that ministry – including testimonials about their experience that day.





Churches typically find it difficult to track the needs met through the efforts of their members while trying not to lose sight of those needs still outstanding. Maintaining any kind of reliable volunteer records can be nearly impossible.

Track Outstanding Needs

Compile paper forms and create spreadsheets to know whether you have enough volunteers. This is difficult and prone to inaccuracies.

Audit Hours Volunteered

Tracking the hours actually worked by each volunteer on paper and in spreadsheets is very difficult to maintain.

Calculate Volunteer Hours

Tracking overall volunteer hours on paper is time consuming and difficult to organize and manage over time to see historical data.



Recording Volunteer Time and Needs Met by Traditional Methods

Recording	Methods	Results
Track Outstanding Needs	Add up volunteer registra- tions across paper forms and spreadsheets to see whether you have enough volunteers	Inaccuracies
		Difficult to reconcile and quickly de- termine totals
Audit Hours Volunteered	Do your best to take notes on paper forms and spread- sheets as volunteers come and go	Hard to maintain records in the short term and to retain in long term
Calculate Volunteer Hours	Enter paper notes into spreadsheets or use a calculator	Time consuming
		Inaccuracies
		Difficult to go back and pull historical numbers

Ways to Recruit & Manage Church Volunteers Through Internet Technology

Recording Volunteer Time and Needs Met With Technology

Is it difficult or impossible to look back into paper lists and multiple event rosters to compile a historical picture of your church's impact in the community? Finally, reliable data can be maintained and gathered over time in a consistent, integrated system. Various reports can be generated to show specified data sets by event, category or type of event, by month or year, etc.



Reports can be generated to depict data and see the trends and measure impact over time. You have the ability to generate reports showing how and where your members have served. Members can even see data pertaining to their own volunteer time for themselves.



Track Outstanding Needs

You can easily see how many volunteers are committed and how many are still needed.

Audit Hours Volunteered

The Meet The Need Dashboard can be used to record the volunteers who came and how long they stayed. This keeps your data in one convenient place and reports can easily be generated from the Dashboard.

Calculate Volunteer Hours

Data can be maintained for many years and can easily be exported into reports to measure impact.



Volunteer hours and response can be tracked in the dashboard

so the data remains complete in one location.



Through Internet Technology

Recording Volunteer Time and Needs Met With Technology

Recording	Methods	Results
Track Outstanding Needs	See at any time how many vol- unteers have signed up and how many are still needed for each shift	No need for data entry or calcula- tions
Audit Hours Volunteered	Use your Dashboard to record how many came and how long they stayed	Convenient one-stop place to re- cord volunteer attendance
		Instant updates to volunteer hour and count reports
Calculate Volunteer Hours	Click a button to run and export reports showing volunteer hours and counts for any time period and/or any volunteer ac- tivity	Information your staff needs in seconds
		Easy access to historical data for years to come
		View testimonials to share with your congregation!

Through Internet Technology

Gateway Church Case Study

With more than 18,000 members Gateway Church in Dallas, Texas is the 13th largest church in the country (according to Outreach Magazine). Gateway Church has grown so substantially because it's living out a powerful God-given vision to see people saved, healed, set free, discipled, equipped, empowered and serving.

Even a large church like Gateway, with a large Outreach and Missions staff, struggles to put the needs of its ministry partners in front of its members - there are just too many needs arising every day and too many members at the church to possibly match up the right member to the right opportunity on a constant basis. Members are willing and able to serve but it's nearly impossible for any unleash its members fully – doing so would require tracking all those needs as they arise, showing them to members, matching members to those that fit their skills and, and following up to Chu lea



Church members and local ministry partners using Bless! never have to leave the Gateway Church website to use the Meet The Need system.



So Gateway partnered with Meet The Need to launch its Bless! initiative in 2011. Bless! mobilizes the congregation to serve outside the four walls of the church during the holidays and year round. Gateway tells its members, "There are so many ways, big and small, to reach out to others. Partner with God and discover the joy of loving people and meeting their needs." Through Meet The Need, Gateway unveils to members and groups live, current opportunities to serve that fit their heart, passions, skills and interests at 50 local ministry partners. All of those partners are grouped under categories such a the Elderly, Orphan, Prisoners, etc. Specific needs of each partner are shown in each section.

Each ministry partner has access to the system so they can keep their own needs up to date. This removes the burden of gathering and communicating a constant flow of local opportunities off of the church staff. Church members simply sign up through an easy "online shopping" experience on the church's web site anytime of day or night. They are easily able to find the opportunities that best fit their skills, interests, and availability. Meanwhile, Gateway Church can easily monitor the needs that are displayed on the church website and to then track every member and group who has served.

The system even gives volunteers and ministry partners the opportunity to submit testimonial that can be shared with the church family! Throughout that entire process, the members and the community never leave Gateway Church's website so their online experience is seamless from registration to completion.





You strive every day to be a good steward, making the most of the resources and donated time and funds available to your church.

To learn how technologies at our disposal can help you efficiently recruit and coordinate volunteers to maximize your church's impact in the community, contact Meet The Need today.





"Meet the Need is the major component that drives the "Bless!" initiative at Gateway Church. The purpose of "Bless!" is to encourage the church to serve outside the four walls of our building, by connecting our members with the ministries that we relate and partner with. We have had a wonderful and effortless experience with MTN from our initial design sessions to full integration on our website. We are so excited about the positive response we have received from our members and our ministry partners who have utilized MTN for the purpose of building the Kingdom by reaching out to those in need."



