

## **Tasks & Talents**

## Let's discuss all the jobs that need to be done and those available to do them.

Organizing tasks and empowering others will save you time and energy. Learn the skills and passions of your staff and key volunteers. Streamline tasks while improving processes. Assign responsibilities while providing support and training. Discover weak areas to strengthen and strong areas to expand.

## **Questions**

- · What tasks are best performed by church staff?
- What tasks are ideal for volunteers?
- What are the benefits and challenges of assigning tasks to volunteers?
- What are smooth ways to make changes or eliminate a task that has "always been done that way?"