

2023

# CHURCH HOLIDAY

*Planner*



**DR. HAL SEED**

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 PastorMentor



# HELLO!

Welcome to your **2023 Church Holiday Planner!**

This Planner will help you plan a Christmas season that creates excitement, momentum, and growth in your church.

There are four steps to planning a Church Holiday Calendar:

1. Assess what you want to do with the five key areas of focus in December.
2. Do a SWOT Analysis: what are your strengths, weaknesses, opportunities and threats, and what will you do about each.
3. Give yourself a manageable pace by spreading events and tasks across each month.
4. Put tentative events, planning meetings, and deadlines on a calendar.

You can lead your church through a Christmas season that draws people to Jesus, builds up the church, and brings joy to you and your family.

Many blessings on you and your church this Christmas,

*Hal*



# FIVE AREAS OF FOCUS THIS CHRISTMAS

## COMMUNITY

*Invite*

How will you attract newcomers to your church this Christmas? What fits with the resources, strengths, and capacity of your church?

## CONGREGATION

*Celebrate*

How will you help your congregation draw near to Jesus this Christmas? Is it during the weekend services, a special program, or a meaningful Christmas Eve service?

## STAFF & LEADERS

*Honor*

How will you honor and thank your staff and ministry leaders this Christmas? Through a party, a thoughtful gift, or heartfelt notes?

## YOUR FAMILY

*Love*

How will you show love to your family this Christmas? Is it the sweetness of your usual Christmas traditions, or the thing you do to create a new memory, or the time you spend together just doing life?

## YOU & JESUS

*Draw near*

How will you personally draw near to Jesus this Christmas? Is it consistent time with him, a new spiritual discipline, or a challenging devotional book?

# ASSESS

What have you done in the past? How did it go? Do you think it's valuable to do again or should you do something different this year?

## REACH YOUR COMMUNITY

What We've Done

Do it Again?

Thoughts about this Year

## CELEBRATE WITH YOUR CONGREGATION

What We've Done

Do it Again?

Thoughts about this Year

## HONOR STAFF AND LEADERS

What We've Done

Do it Again?

Thoughts about this Year

## LOVE YOUR FAMILY

What I've Done

Do it Again?

Thoughts about this Year

## DRAW NEAR TO JESUS

What I've Done

Do it Again?

Thoughts about this Year





# SWOT ANALYSIS

Now, what are the strengths, weaknesses, opportunities and threats your church faces this holiday season? List several in each quadrant, then think of ways to capitalize on strengths and opportunities, and mitigate weaknesses and threats.

<b>STRENGTHS</b>	<b>WEAKNESSES</b>
<b>OPPORTUNITIES</b>	<b>THREATS</b>



# QUARTERLY OVERVIEW

Next, how will you fit the five areas of focus (community, congregation, staff/leaders, family, and you/Jesus) into your calendar in Q4 (plus September)? Start planning, delegate, and give personal attention to your leaders, your family, and your Lord.

## SEPTEMBER

## OCTOBER

## NOVEMBER

## DECEMBER

On the calendar pages that follow, sketch out a tentative schedule of events, planning meetings, and deadlines.



# SEPTEMBER 2023



S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

SEPTEMBER *notes*

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# OCTOBER 2023



S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## OCTOBER *notes*

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# NOVEMBER 2023



S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## NOVEMBER *notes*

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# DECEMBER 2023



S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## DECEMBER *notes*

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# TWO MORE THINGS TO CONSIDER


**THANKSGIVING** (In the US) - What are you thinking you want to do to celebrate this holiday?

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**CHRISTMAS OFFERING** - Have you considered doing a Christmas Offering this year?

Learn how to do a Christmas Offering at [pastormentor.com/secrets-best-christmas-offering/](https://pastormentor.com/secrets-best-christmas-offering/).

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A circular yellow stamp with a white border. The text 'MERRY CHRISTMAS' is written twice around the inner edge of the border. In the center, there is a small illustration of a nativity scene with a star above it.

# Action Items

A large rectangular area enclosed by a thick green border. Inside this area, there are approximately 25 horizontal grey lines spaced evenly down the page, providing a template for writing action items.