

## HOW TO DESIGN A NEW MEMBER MENTOR CHECKLIST

### MENTOR CHECK LIST REPORT FORM

Check the following items as you do them and turn the completed list to the Pastor at the end of forty-five days.

New Member's Name \_\_\_\_\_

1. ( ) Be a friend to him. Sit with him in the worship. Pray for him daily by name.
2. ( ) Visit him in his home within the first two weeks. Notice if there are problems or unmet needs in the home for which you or the church can provide prayerful solutions, assistance, or support.
3. ( ) Welcome him personally as a new member and introduce him to other members of the church, at least one new family each Sabbath.
4. ( ) When he misses the worship service telephone him immediately – not as a truancy officer – but to inquire whether there is illness or a problem and express concern that he was missed at church. Visit immediately if he misses three Sabbaths in succession.
5. ( ) Give such guidance in Christian living as can be tactfully suggested such suggestions as for family and personal devotions.
6. ( ) Watch for any signs of failure to get a good start and try to correct it – calling on others such as Territorial Division Under-Shepherd Team Leaders to assist as needed and notifying the pastor immediately if there are any problems or difficulties you cannot handle.
7. ( ) Discover, recommend and try to involve his gifts, talents and abilities in the ministry of the church. Get him active in such organizations as the choir, greeters, ushers, men's ministry, prayer ministries, community services and other auxiliaries, prodding an organization if they are negligent in recruiting.
8. ( ) Provide or arrange transportation for him, if necessary.
9. ( ) Invite him to your home on Friday evenings to welcome the Sabbath, study the Sabbath School lesson or for Bible Study. Take him into your circle of friends and involve him in your group activities.
10. ( ) Enroll him and guide through a Faith for Today; It Is Written; Voice of Prophecy; or Breath of Life Bible Correspondence course.
11. ( ) Buy him a personal gift, such as a Bible, Daily Devotional Book, or a Church Hymnal, that is designed to foster his spiritual growth.
12. ( ) Meet monthly with the mentorship Team to report, assess and address his progress.
13. ( ) Give him invitations to your home on such occasions as Sabbath dinners, and other social occasions and arrange for such invitations to the homes of other members.
14. ( ) Interpret church and denominational policies for him.
15. ( ) Be a Christian role model and set him a good example.

Mentor's Name \_\_\_\_\_

Phone \_\_\_\_\_ Write additional comments on the back of this sheet