

The Framework for Planning and Stewarding of Time for The Way Corps

Every Way Corps individual will do a weekly schedule to be submitted to his or her overseer. A "proposed" schedule should be submitted for the following week by 5 p.m. on Friday. Although husbands and wives will work the ministry as a team, each should submit their own schedule that would reflect their work in ministry events, classes, and outreach activities as well as their personal time. Singles will follow the same guidelines. At the end of the week each person will submit to their overseer an "actual" report of what they accomplished in that week, of both ministry and personal time. The "actual" report is submitted along with the following week's schedule.

This is an example of a workday for a full-time minister of The Way International.

1. 8 a.m.-noon Way Corps are to be in the office by 8 a.m. in proper office attire. This time is reserved for office work for the head of the household. Wives should have scheduled office time included as a part of their ministry hours. (Wives with children should refer to the hours sheet to determine what is expected of them.)
 - Office time should include: planning time, planning outreach events, class preparation, and preparation for leaders' meetings. It is also a time to work on ministry finances, make phone calls, set appointments to secure rooms for events, handle ministry correspondence, e.g., faxes, memos, letters, etc. This time may include study of the Word to prepare for teachings and classes.
 - This is not a time for: errands, doctor appointments, grocery shopping, car washing, lawn mowing, exercising, family time, or personal study time.
2. 1 p.m.-3 p.m. when an evening meeting is scheduled, 1 p.m.-5 p.m. when no evening meeting is scheduled. The afternoon schedule would include: appointments with believers for counseling, witnessing, securing meeting rooms, and checking out areas in the community where you can move the Word of God with the household fellowships in the Branch.
3. Evenings
 - Evenings are when we are out with people. This would include household fellowship or Branch meetings, including travel time, classes, outreach activities, counseling situations, and follow-up time.
 - Evenings could also include necessary phone and office time.
4. Schedule one full day off or two half days. This can be during the week as long as your immediate overseer is informed of this.

How to Implement the Weekly Schedule

On Friday, each Way Corps individual plans the week ahead by filling out their weekly schedules. By Friday at 5 p.m., each Way Corps faxes his schedule to his immediate overseer for his review. He also faxes his "actual" report on his schedule from the prior week. Overseers are to return the schedule sheets no later than 8:00 a.m. each Monday.