

Simple Tasks That  
Equip You to Thrive

# The Ready to Reopen Church Checklist

TMG

The **Malphurs** Group  
Empowering churches to make & mature disciples.

[malphursgroup.com](http://malphursgroup.com)



# #1



## Develop an Enhanced Cleaning Regimen

Go above and beyond to ensure your facility is clean and stays clean. Create a specific cleaning checklist for every room. Strategically place sanitizing stations throughout your campus to encourage frequent handwashing. The more you emphasize cleanliness (in word and deed), the safer people will feel attending your church.

*My Next Action Steps:*

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# #2



## Re-imagine Worship Seating Arrangements

Be prepared for social distancing requirements to remain in place, even after churches are permitted to gather. Develop new ways to arrange seating that encourages social distance. Limit the number of people per pew. Space out chairs. Increase distance between rows of chairs. Get creative; find ways to use creative seating arrangements to your advantage.

*My Next Action Steps:*

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# #3



## Develop Additional Worship Services or Worship Venues

Even “smaller” churches that did not need multiple services pre-coronavirus may need to add worship services or venues to comply with state mandates. Plan when and how your church could add a service or a separate venue. For example, your church may continue to offer a “drive-in” service over the next year as a safe option for those in a vulnerable category.

*My Next Action Steps:*

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# #4



## Plan for New Traffic Patterns Around Your Facility

To maximize social distancing, intentionally plan traffic patterns on your campus that minimize crowds and bottlenecks. In particular, think through children's check-in and check-out. Create multiple coffee stations. Spread out your guest connection area. Be intentional about using multiple entrances and exits. Design and print signage to promote your new traffic patterns.

*My Next Action Steps:*

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# #5



## Develop a Logistics Plan for a "Second Wave"

Every church should be prepared for additional shutdowns. Now that we have experienced this once, ask your leadership team, "How could we have been better prepared to pivot to online only?" Create a crisis logistics plan that you can implement within a few days. This way, you are ready if a second coronavirus wave forces additional shutdowns.

*My Next Action Steps:*

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# #6



## Re-design Children & Youth Class Sizes and Times

Keeping kids from sharing germs is a near impossible task. However, we can minimize the spread of germs by reducing the size of individual classes. Re-think your past approach to children and youth classes. For example, you may need to suspend programming for older children to maximize your space for younger kids. Find ways to ensure classrooms are not overcrowded.

*My Next Action Steps:*

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# #7



## Build Out a Sustainable Online Groups Strategy

Churches should plan to maintain online-only groups, even once small groups are allowed to meet again in-person. Online groups are a great option for those in a vulnerable category. In fact, some people are preferring the ease and convenience of online group meetings. Create a strategy to grow and sustain a digital groups strategy for the long term.

*My Next Action Steps:*

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# #8



## Re-focus Your Programming on the Essential

Your church has an unprecedented opportunity to streamline your calendar and ministries. Take the time now to consider which of your programs, ministries, and events are actually fruitful in making and maturing disciples. Think critically about which ministries are truly primary. Then, plan to only restart those ministries that are essential once in-person meetings are permitted.

*My Next Action Steps:*

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# #9



## Develop Ministries to Meet Community Needs

Your community has never been more open to the gospel than they are right now. People are contemplating deep, profound questions about life and spirituality. They are hurting, and need both physical and spiritual care. Form ministries that reach people at their point of deepest need. Meet the felt, physical needs--and point your community to the gospel.

*My Next Action Steps:*

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# #10



## Invest in Communications Tools for Leaders & Members

Clear and reliable communication is central to any church's success in this crisis. Given that circumstances can change rapidly, your church needs better systems for communication. Invest money in a good Church Management Software, and invest time in training leaders and members in how to use it. Leverage social platforms to enhance good communication.

*My Next Action Steps:*

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