

To-Done List

- Responded to an emergency pastoral care or counseling situation
- Had a hallway encounter that strengthened a relationship or served as a teaching moment
- Created needed space by cleaning your office or clearing out a closet
- Made 1% progress on a long-term project
- Closed the loop on an important conversation
- Reached out to an existing or potential ministry partner
- Represented (formally or informally) your ministry setting to your larger community
- Spent time dreaming about what your congregation could do and be
- Tended to your own soul so that you could then care for others
- Listened to a podcast, read a book/article, or attended a training that helped stock your ministry toolkit
- Maintained your pastoral presence or authority or your personal sense of self during a difficult meeting
- Mentored someone else to take on a ministry task, even though it would have been faster to do the task yourself
- Deeply listened to someone in your care share about a grief or a joy
- Built up your own circle of care by gathering with ministry colleagues or keeping an appointment with a therapist, coach, or spiritual director
- Resolved a budding crisis
- Got one member in ministry to say yes to a new role
- Thanked someone for his/her leadership
- Went home even though your to-do list was not complete
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