

Critical Steps for Birthing a New VdC Secretariat

Initially begin the process with the National Vice President of Outreach (outreach@viadecristo.org) and later work with your Regional Coordinator to support this effort.

- 1. Pray for clarity to discern God's will**
- 2. Discuss your ideas and expectations with the Vice President of Outreach.**
- 3. Identify a core team of disciples who share the vision and are ready to take on the task.**
- 4. Meet with the VPO and the core team to begin the journey.**
- 5. Choose a name for the community**
 - a. Prayerful consideration
 - b. Internet search to see if the name is in use
- 6. Create By-laws**

No need to re-invent the wheel. Start with another community's By-laws and revise for your own purposes. The VPO will supply options.
- 7. Research and begin process for Incorporation by writing a constitution per the requirements of your Secretary of State and filing for 501c3 status**
- 8. Map the geography of the community**
 - a. Identify all the ELCA and Missouri Synod Lutheran Churches within a reasonable geography
 - b. Identify the other denominations in your geography for future outreach
- 9. Outreach – touch base with those Lutheran Churches**
 - a. Attend the Synod Assembly or District Meetings
 - b. Tap into the Lutheran Churches in your Synod/ District
 - c. Ask VdC pastors to carry the message of VdC to the Synod or District meetings and find other pastors who have attended a weekend or are interested in learning more.
 - d. Don't hesitate to leverage other 4th Day Spiritual Directors to support the pastor to pastor dialog/invite
 - e. Conduct 'temple talks' at local churches and pass out VdC brochures after worship service
- 10. Begin to identify and build your community**
 - a. Meet with leaders of other 4th Day Communities, especially those ecumenical communities (Walk to Emmaus, Tres Dias, Episcopal Cursillo, and Presbyterian Cursillo) Ask for support to build 4th Day community.
 - b. Host and/or attend joint Ultreyas with other 4th Day communities throughout the Region
 - c. Encourage everyone to participate in a Reunion Group

11. Elect the Governing Body

- a. With a small core group, it is recommended that the initial governing body should be required to only serve one year as opposed to a full two or three-year term. This may make the commitment easier for some.
- b. Begin to build your community. Make a friend, be a friend and bring your friend to Christ. Invite people to attend a weekend

12. Plan for and send at least two people to the National Annual Gathering

13. Begin Planning for your first weekend

- a. Identify Financial Resources
- b. Work with the Regional Coordinator to help with this effort.
- c. Other 4th Day communities from your area (Tres Dias or Walk to Emmaus) may provide team members to help host your first weekend.
- d. Identify Weekend Supply Resources
Other VdC communities may donate supplies or financial support needed to host an initial weekend.
- e. Identify a facility to host the weekend.
The governing body should develop a sub-team to research and visit a number of potential places...camps, churches and retreat centers.