

## **Spiritual Gift: ADMINISTRATION**

**Definition:** to steer the body toward the accomplishment of God-given goals and directives by planning, organizing, and supervising others

**Scripture:** 1 Corinthians 12:28

**Greek Word:** kubernesesis - to steer, guide, helmsmen (A helmsman is in charge of getting the ship to its destination.)

**Scriptural Role Models to Study:** Joseph (Genesis 37-50)

### **Characteristics of Someone with this Gift:**

- \_\_\_ very good at organizing and coordinating activities
- \_\_\_ able to delegate responsibilities to other people so as to best accomplish set goals
- \_\_\_ good at organizing people, ideas, and resources to accomplish a specific goal
- \_\_\_ good at planning strategies to most effectively pursue a vision
- \_\_\_ often finds self in a place of leadership

### **Ministry Areas & Tasks Using This Gift:**

Christian Education Ministry:

age-level coordinator, children's director, children's church coordinator, Christian Education director, nursery coordinator, Sunday School superintendent, VBS director

Staffing Ministry:

personnel management/placement

Staff-Support Ministry:

assistant, maintain resources and supplies, office administrator, oversee business matters of the church

Other Ministry:

presiding at meetings as chairperson, organizing outreaches, coordinator of a variety of ministries

### **Observations About This Gifting:**

- People with the gift of administration must work at balancing task and people. There can be a tendency to get so caught up in the process that people are overlooked or misused.