

The Window of Work Instruction Sheet

We are interested in finding a volunteer assignment for you in the church that you will find satisfying, challenging and fun. Prior to our meeting, I would ask you to complete The Window of Work. Each of us has a wide range of God-given skills, interests and abilities. We find some tasks more enjoyable than others. The obvious conclusion is that you are likely to be motivated if you WANT to do the work. This Window of Work helps us focus on your interests, skills and personal growth needs.

On the form you will note:

Skills to give: Things you like to do and willingly offer as a volunteer.

Personal Growth Areas: Things you would like to learn.

Areas to Avoid: Things you don't want to do as a volunteer, even if you have that skill or ability.

I would ask you to think and pray about your own skills and interests, those areas where you would like to build or learn a skill and those things that you really don't enjoy. In preparing your Window of Work, you might chose to work on it for a short while, leave it and then come back to it. Consider asking friends or family to give you advice about what you should list. Often people find it easier to start with Areas to Avoid. We seem more comfortable to list what we don't enjoy than to talk about what we're good at. Please consider broadly your interests, skills and talents. Don't limit yourself to a particular job function. Lastly, have FUN with this exercise. Your list may surprise you.