

Defining Success

A Simple Worksheet for KidMin Leaders



Purpose:

This worksheet will help you clarify expectations for your volunteers by defining what success actually looks like in their role. Clear success builds confidence, reduces burnout, and creates consistency across your ministry.

You only need 15–20 minutes to complete this for one role.

Step 1: Choose One Volunteer Role

Don't start with every role in your ministry. Pick one — preferably the role that feels the most uncertain, inconsistent, or emotionally heavy right now.

Volunteer Role:

Step 2: Identify the Moment This Role Owns

Every role owns a moment, not just a task list. This is the moment where trust, belonging, or safety is either built or lost.

Examples:

- Check-in → the moment a parent decides whether they trust you
- Small group leader → the moment a child decides whether they belong
- Room leader → the emotional tone of the environment

What is the most important moment this role owns? (answer in one sentence)

Step 3: Define What Success Looks Like (In Real Life)

Think in terms of **observable behaviors**, not ideals. Someone should be able to see success happening.

Complete the sentence:

A volunteer is successful in this role when they...

- 1) _____
- 2) _____
- 3) _____

Step 4: Define “Good Enough”

This step matters more than you think.

Perfection creates pressure.

“Good enough” creates sustainability.

Complete the sentence:

Even if nothing else goes perfectly, this role is successful if...



Step 5: Decide Where You’ll Communicate This

Clarity works best when it’s repeated simply and consistently — not buried in a manual.

Where will you share this definition of success? (Check all that apply.)

- | | |
|---|--|
| ☐ Volunteer role description | ☐ Pre-service huddle |
| ☐ Weekly volunteer email | ☐ Onboarding for new volunteers |
| ☐ 1:1 conversations with leaders | ☐ Other: _____ |



Step 6: Leader Reflection

Take a moment to reflect honestly.

- Where have I assumed clarity instead of creating it?

- How might this clarity reduce anxiety for volunteers?

- How might it reduce burnout for me?

Final Thought

When volunteers know what success looks like, they stop guessing.
When leaders define success clearly, they stop carrying ministry alone.

Small clarity creates lasting health.

Notes
