



Church Management Basics

Ferdinand Burger

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Believing that a church or mission should be managed according to a structured module based on Biblical principles, Church Management Basics provides leadership and management with some basic ideas to help the reader become more accountable and responsible in their work. Not only are general topics, such as Finance, Administration and Human Resources discussed, but they are also examined more fully where appropriate. Hands-on examples are used to illustrate the application of solutions offered, and further tools and samples add to the innovative ingredients to make this book a must read for all church leaders, workers in missions and employees of other non-profit organizations. Areas of business covered in Church Management Basics include: Management and Leadership, sharing the vision and keeping the vibrancy going, finance and basic accounting for non-profit organizations, document management, administration, time management, project management, IT-Systems, Human Resources Management in churches and how not to lose the main focus of God's Church on earth while doing all the day to day tasks. For more information, please visit <http://ferdinandburger.netfirms.com> or contact the author per email: ferdinand.burger@bluemail.ch

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