

CORE IDENTITY



SKYLINE

C H U R C H

Do you not know that in a race all the runners run,
but only one gets the prize?

Run in such a way to get the prize.

I CORINTHIANS 9:24

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NORTH STAR ALIGNMENT

INTRODUCTION, ALIGNMENT, AND THE NORTH STAR...

The purpose of this document is to have Skyline Church's key staff values, attitudes, and expectations, in writing. This booklet will help guide current and potential staff members and clarify roles and expectations. This booklet is intended to encourage team interplay and to help make sure the right people are in the right spots on the team. If at any time you have questions or need clarification, please communicate with your direct supervisor.

If you are reading this booklet, it is because you are a valued or potential employee at Skyline Church. Thank you for taking the time to read through and understand this booklet- And thank you for helping people find and follow Jesus SEVEN days a week.

One of the most important aspects to any organization is alignment. If everyone is working toward the same goal, focused on the clear North Star of the organization, great things can be accomplished for God. If, however, everyone



is doing their own thing, just punching the clock to get by and get a paycheck, you can be sure that organization is going nowhere. The North Star at Skyline Church is helping people find and follow Jesus SEVEN days a week. That means we emphasize the FIND part because Jesus did. In Luke 19:10, he said, "I have come to seek and save the lost." In Luke 15:7, he states, "I tell you that in the same way there will be more rejoicing in heaven over one sinner who repents than over ninety-nine righteous persons who do not need to repent." Jesus always emphasized reaching the lost. However, once they are found, it is imperative to teach them. Jesus gave his followers the Great Commission: "Therefore, go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age" (Matthew 28:19-20). We find and follow; we reach and teach. That is our mandate, that is our North Star.

The next question is, "HOW?" How do we go about our business as a church in order to reach our North Star? Remember, the following are our plumb lines. This is the way we do it; this is not the way every church does it, nor is it the way every church should do it. We recognize that there are different ways of doing church. It takes all kinds of churches to reach all kinds of people. This is just the way Skyline fulfills the vision for our church. This document is intended to be helpful for staff, current volunteer leaders, and future staff members. It is ok, if after reading this, you feel you cannot align with these values. We would rather know that now and have you move on to a place where you can wholeheartedly align with the values, attitudes, and expectations of another church. Thank you for prayerfully considering the values, attitudes, and expectations of Skyline Church.

PASTOR JEREMY

WHY DO WE EXIST?

VISION
TO BECOME A MODEL CHURCH IN SERVING, CARING, LOVING, & REACHING OUR COMMUNITY IN PRODUCING CHAMPIONS FOR CHRIST



PURPOSE
HELPING PEOPLE FIND & FOLLOW JESUS SEVEN DAYS A WEEK



HOW DO WE BEHAVE?

CORE BEHAVIORS
ATTITUDE
COMMITMENT
WORK ETHIC
ACCOUNTABILITY
TRUST
LOVE



CORE VALUES
WORSHIP | You Can't Out Give God
MINISTRY | Saved People Serve People
EVANGELISM | Found People Find People
FELLOWSHIP | You'll Never Walk Alone
DISCIPLESHIP | Growing People Change

WHAT DO WE DO?

MISSION
THE MISSION OF SKYLINE IS TO BE RELENTLESSLY DEDICATED TO TEACHING THE TRUTH AND RELEVANCE OF SCRIPTURE AND TO HAVE A PASSIONATE PURSUIT OF THOSE IN OUR OIKOS TO SHOW THEM HOW MUCH THEY MATTER TO GOD IN ORDER TO PRODUCE CHAMPIONS FOR CHRIST

HOW WILL WE SUCCEED?

STRATEGY

GOALS

ROLES & RESPONSIBILITIES

W.I.N.

W.D.W.

LEADERS

HIRE

SET

TRAIN

COACH





LEVEL 6 | LOVE

STRIVE DAILY TO BE A LEVEL 6 TEAMMATE.

LEVEL 5 | TRUST

BE HONEST AND FULL OF INTEGRITY.

LEVEL 4 | ACCOUNTABILITY

*BE COACHABLE FOR THE BETTERMENT OF THE TEAM.
DREAM BIG TOGETHER.*

— RESPECT LINE —

LEVEL 3 | WORK ETHIC

*WORK ENTHUSIASTICALLY, WITH GRIT, AND WITH
A MINDSET OF HOW YOU CAN BE MORE EFFICIENT
AND BETTER TODAY THAN YESTERDAY.*

LEVEL 2 | COMMITMENT

BE COMPELLED BY TAKING INDIVIDUAL OWNERSHIP.

LEVEL 1 | ATTITUDE

*BEGIN EVERYTHING BY EXHIBITING A HUMBLE
ATTITUDE OF GRATITUDE.*





WE ARE TEAM SKYLINE

OUR STANDARDS OF
CORE BEHAVIORS

"And over all these virtues put on love,
which binds all together in perfect unity."

COLOSSIANS 3:14



LEVEL 1 ATTITUDE

BEGIN EVERYTHING BY EXHIBITING A HUMBLE ATTITUDE OF GRATITUDE.

From the time we wake up in the morning, we begin our day by asking the Lord to give us a humble attitude of gratitude. HE is our example, and in order to be like HIM, we must understand that ***My Attitude Determines Everything (MADE)***.

The moment we begin to act like a player on a team and believe that our part is bigger than what we are a part of, the culture breakdown begins, creating division within the team.

ATTITUDE STANDARDS

HUMILITY

"Humility is not thinking less about yourself, but it's thinking about yourself less."

- C.S. Lewis

GRATITUDE

"Be thankful in all circumstances..."

- 1 Thessalonians 5:18 (NLT)

TEAMMATE

Someone who does whatever needed for the team to succeed.

ARE YOU A **PLAYER ON A TEAM** OR A **TEAMMATE**?

PLAYER ON A TEAM

Benefits your **personal** goals and ambitions

Can make you a bystander

Involves **personal** effort

Doing what is asked of you

Blaming others or making excuses

Asking the question, "What's in it for **me**?"

Being drawn together by common **interest**

Players draw energy from **emotion**

OR

OR

OR

OR

OR

OR

OR

OR

TEAMMATE

Benefits the goals and ambitions of your **team**

Teammates intervene in the lives and actions of other teammates

Involves effort from **every player**

Doing whatever is needed for the team to succeed

Accepting responsibility, accountability, and ownership of the team's problems

Asking the question, "What's in it for **us**?"

Being drawn together by a common **purpose/vision**

Players draw energy from a **commitment** to each other



2

LEVEL 2 COMMITMENT

*BE COMPELLED BY TAKING
INDIVIDUAL OWNERSHIP.*

The Level 2 employee is one who is all in and takes individual ownership of the call that God has placed on his or her life. He or she understands that this is not just a job in which to simply collect a paycheck, or is a means to the “next thing.” This person understands that he or she is compelled to fulfill his or her function on the team by seeking to accomplish the mission, vision, and values of God’s church. This requires individual ownership that has no excuses and adopts a “find a way” or “make a way” mentality (Mark 2). If he or she makes a mistake, this person will admit it without avoiding truth. Along with the rest of the team, he or she is compelled to recruiting, hiring, giving clear roles, training, and building up the team with an emphasis on an elevated level of excellence.

COMMITMENT STANDARDS

OWNERSHIP

Taking full responsibility for your actions.

FIND A WAY, MAKE A WAY

A mentality that perseveres through adversity towards a solution.

ADMIT IT

We all make mistakes. Being transparent and using our mistakes as a learning opportunity that leads to growth.

ELEVATED LEVEL OF EXCELLENCE

Looking to be the model in everything we do.

2

LEVEL 2

COMMITMENT

(CONTINUED)



RESISTANT

Symbolized by the “no” symbol because they always seem to work against the culture. Disagrees, complains, has own agenda, and has a negative attitude.

RELUCTANT

Symbolized by a “question mark” because they question, are skeptical, unwilling, and hesitant.

EXISTENT

Symbolized by an empty, unchecked box because they are like a shell of a person who contributes little. Dead weight, apathetic, and checked out.

COMPLIANT

Symbolized by a checkbox because they complete the basic required tasks, but not a whole lot more. Obedient, reliable, and lacks initiative.

COMMITTED

Symbolized by a “heart” because they put their whole heart into what they do, and it shows. They are self motivated, take initiative and are willing to get a little out of their comfort zone.

COMPELLED

Symbolized by a “magnet” because they are powerfully drawn to their goals and draw others to the cause. Vocal leader, who holds himself/herself and others accountable to the values of our Church. They look for ways to get uncomfortable because they know it will make them better. They look for people to have transparent conversations with them.

For it is God who works in you to will and to act in order to fulfill his good purpose.

PHILIPPIANS 2:3

YOUR COMMITMENT LEVEL

=

ENERGY (FUEL) LEVEL YOU ARE GIVING OR TAKING

I want you to imagine our Church and that your area of ministry is a bus without wheels. The only way this bus will move is the energy (Commitment Level) you bring every day. You will fall into one of these categories:

1. DRIVER

The level of energy this person brings is crucial to their team.

- a. Leader of the bus
- b. Guides riders along the way

2. RUNNER

Committed and compelled energy giver.

- a. Self-Starter
- b. Never brags
- c. Helps come up with ideas that help the ENTIRE bus
- d. Gives 100% all the time
- e. Finds way to be uncomfortable because they know it leads to growth

3. JOGGER

Compliant energy taker.

- a. A good team member
- b. Comes up with ideas that help THEM
- c. Lacks initiative

4. WALKER

Existent energy taker.

- a. Needs a lot of motivation
- b. Fine with doing the bare minimum
- c. Goes in the right direction but at their own pace

5. RIDER

Reluctant and resistant energy taker.

- a. Slacks off//Questioning
- b. Just along for the ride while everyone else works

3

LEVEL 3 WORK ETHIC

*WORK ENTHUSIASTICALLY,
WITH GRIT, AND WITH A
MINDSET OF HOW YOU
CAN BE MORE EFFICIENT
AND BETTER TODAY
THAN YESTERDAY.*

The Level 3 employee operates in the “green” and is excited and energized to come to work. He or she adds to the atmosphere of fun while simultaneously working towards our vision and purpose. He or she is punctual and follows up and follows through, attacking each day with passion and perseverance that is contagious. Level 3 employees are capable of using time wisely and accomplishing goals as they relate to the mission while also adding value to the morale and culture. We do not operate with a minimum mindset, but rather a mindset that looks to be better every single day. This mindset is one of excellence without extravagance, one that drives his or her skill set.

WORK ETHIC STANDARDS

GREEN

A mindset that is positively engaged.

ATMOSPHERE OF FUN

We take our mission seriously, but we don't take ourselves too seriously.

PUNCTUAL

On time or early to meetings and scheduled office hours.

PASSION AND PERSEVERANCE

Grit towards our identity.

CONTAGIOUS

Energy giver to every person you come in contact with.

EFFICIENCY

Does not waste his or her time and is respectful of others' time as well.

FOLLOW UP

Respond to the need, whether it is returning a phone call, email, or other type of communication.

FOLLOW THROUGH

After you respond, do what you say you will do in a timely manner. If action is required, take it.

I GIVE THANKS FOR ALL YOU HAVE DONE

GO

COMPOSED, OPTIMISTIC, CONFIDENT, FOCUSED,
DETERMINED, COMMUNICATING, ENCOURAGING,
STRONG BODY POSTURE, POISED

SLOW

FRUSTRATED, QUESTIONING, DOUBTING,
NEGATIVE, BLAMING/MAKING EXCUSES, DISTANT,
TENTATIVE, DISTRACTED, CONFUSED, RATTLED

STOP

ANGRY, PESSIMISTIC, OVERWHELMED, OUT OF CONTROL,
APATHETIC, HOPELESS, "POOR ME" ATTITUDE,
UNAPPROACHABLE, SCARED

LEVEL 4

ACCOUNTABILITY

BE COACHABLE FOR THE BETTERMENT OF THE TEAM; DREAM BIG TOGETHER.

A Level 4 employee understands collective responsibility: that we are all in this together. This accountability is not defined as “dictatorship accountability,” but one where high standards and goals are set with the “team” in mind. He or she will not take things personally when confronted in an area in which he or she needs to improve. Level 4 teammates avoid drama and operate as peacemakers, not troublemakers. When situations arise, we will follow the Matthew 18 principle to help end the drama. Level 4 employees act as water on every situation instead of gas and will be part of the solution, not part of the problem.

ACCOUNTABILITY STANDARDS

COLLECTIVE RESPONSIBILITY

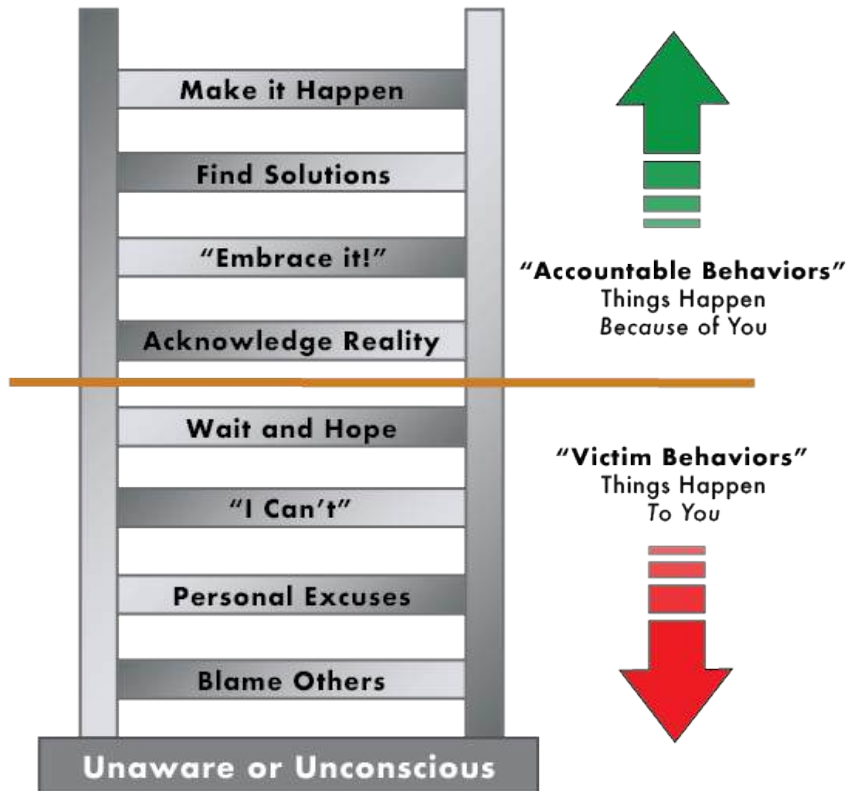
You win/I win mentality

COACHABLE

Don't take things personally

PEACEMAKER

Part of the solution, not part of the problem





LEVEL 5 TRUST

*BE HONEST AND
FULL OF INTEGRITY.*

5

A trustworthy teammate will display the **A-B-C-D characteristics** of trust.

Able, **B**elievable, **C**onected, and **D**ependable. We understand that a breakdown in any of these areas will ultimately start to breakdown the team. Able people demonstrate competence; believable people act with integrity; connected people care about others; dependable people maintain reliability. Level 5 teammates will strive daily to be truth boosters and avoid truth busters. (Ken Blanchard, Trust Works)

ABLE

TRUTH BUSTERS PROBLEMS	TRUTH BUSTERS SOLUTIONS
Producing poor or no results	Work to get quality results
Failing to solve problems	Work to resolve problems
Failing to develop skills	Work to develop skills
Being sloppy or inconsistent	Work to become good at what they do
Lacking relevant experience	Work to get relevant experience
Failing to assist others	Work to get quality results
Failing to solve problems	Work to resolve problems
Failing to develop skills	Use skills to assist others
Not making an effort to succeed at what one does	Strive to be the best one can be

BELIEVABLE


TRUTH BUSTERS PROBLEMS	TRUTH BUSTERS SOLUTIONS
Violating confidence	Keep confidences
Refusing to admit when wrong	Admit when one is wrong
Lying or misleading	Be honest
Talking negative behind others' back	Avoid talking behind people's back
Being insincere	Be sincere
Being judgmental	Be non-judgemental
Disrespecting others	Show respect for others

CONNECTED

TRUTH BUSTERS PROBLEMS	TRUTH BUSTERS SOLUTIONS
Poor Listening	Listen well
Ignoring others efforts	Praise others' efforts (publicly)
Showing no interest in others	Show interest in others
Failing to share about yourself	Share about oneself (Be vulnerable)
Working poorly with others	Works well with others
Being insensitive to others	Show empathy for others (includes encouragement)
Failing to ask for input	Ask for input

DEPENDABLE

TRUTH BUSTERS PROBLEMS	TRUTH BUSTERS SOLUTIONS
Failing to do what one says one will do	Do what one will say one will do
Being late	Timely; meet deadlines
Not responding to requests	Responsive to requests
Being disorganized	Work to become organized
Failing to be accountable for one's actions	Accountable for one's actions
Not following up	Follow up (Close the loop)
Being inconsistent	Behave consistently



**“AND OVER ALL
THESE VIRTUES PUT
ON LOVE, WHICH
BINDS ALL TOGETHER
IN PERFECT UNITY.”**

COLOSSIANS 3:14

LEVEL 6 **LOVE**

STRIVE DAILY TO BE A LEVEL 6 TEAMMATE.

A Level 6 teammate is one who understands that love is a choice he or she has to make daily; to reach the vision and purpose of Skyline Church, he or she must decide to love. This person understands that by doing this, there may be sacrifices to the individual for the sake of the greater good. This person also understands that he or she is unifying the team by holding others accountable to the values of the church. I Corinthians 13 clearly explains characteristics of love: Love is patient, kind, does not envy, it does not boast, is not proud, does not dishonor others, is not self-seeking, not easily angered, keeps no record of wrongs, does not delight in evil, rejoices in the truth, always protects, always trusts, always hopes, always perseveres. He or she believes what verse 8 says, that love never fails! We at Skyline Church will strive daily to be a L6 teammate because love never fails!



7 WAYS

EVERY EMPLOYEE OF SKYLINE CAN HELP EMBED THESE VALUES

1

ROLE MODEL

You are an L6 example of the culture.

2

REMIND

You remind people of the specific levels and responsibilities to achieve our vision.

3

REINFORCE

You help create an energetic environment by complimenting those living out our identity, ultimately building confidence.



4

RE-ENERGIZE

You provide a spark to help turn a passive team into a passionate team.

5

REASSURE

You provide a sense of positivity and hope for the future.

6

REFOCUS

You effectively change the mindset from issues to solutions.

7

REPROVE

You are able to constructively confront a teammate back to alignment with the identity of our church.

THERE IS NO HIGHER NAME JESUS YOU REIGN ABOVE

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AME
IT ALL



SKYLINE
C H U R C H

**A CHURCH FOR *EVERYONE*,
*EVERYWHERE.***

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