

## Preaching Calendars

### I. The Importance of Planning Ahead

*Why should you plan your sermon topics and passages months in advance?*

- A. Planning avoids having to find a new topic each week.
- B. Planning keeps you from repeating yourself too much.
- C. Planning enables cohesiveness by preaching in a series.
- D. Planning improves relationships with your co-workers (music, worship, choir leaders, others who share the pulpit, etc.).
- E. Planning increases the congregation's confidence in your leadership—they want to follow someone who knows where he's going.
- F. Planning allows time to find appropriate illustrations.
- G. Planning provides a balanced spiritual diet for your listeners.

### II. How to Make an Effective Preaching Calendar

- A. Have your quiet time this year on what you plan to preach next year, then take a personal retreat for two days to a remote, quiet location to review your notes.
- B. List those books and topics that you feel the congregation needs in the coming year.
- C. Block out special event messages (Christmas, Mother's Day, etc.) on the calendar.
- D. Know how many times a week you are expected to preach.
  - 1. Don't regularly preach more than twice a week in a pastorate (cf. pp. 224-25).
  - 2. The preaching calendar on the following two pages is based upon three messages weekly, but these need not all be preached by the pastor.
- E. Divide each expositional book series and topical series into its proper parts.
- F. Put the series onto a chart. Stagger these series so that you:
  - 1. Never begin two books or two series at the same time (too much work!)
  - 2. Balance masculine (concepts) with feminine (heart-related) subjects.
  - 3. Balance doctrinal with relational subjects.
  - 4. Balance OT with NT preaching.
  - 5. Balance inward growth with outward ministry.
  - 6. Cover pertinent topical issues.
  - 7. Never preach all the way through a long book in Scripture. Notice that both Genesis and Mark are broken up into various "mini-series" in the following preaching calendar.
- G. Later on, you can fill in the appropriate subject-complement statements for each message so as to give those planning the worship service several months to plan ahead to order appropriate choir music, write dramatic sketches, etc.

