THE CHURCH OFFICE

2027

Ministry Planning Calendar

A prayerful planning workbook for church leaders and ministry teams

CHURCH _____

MINISTRY _____

LEADER _____

How to Use This Planning Calendar

This calendar is a working copy for you, the ministry leader, to use as you prayerfully think through your plans for 2027. It is not your official church calendar. Your church will publish the final calendar after your leadership team finishes its planning work.

Flip through each month before your calendar planning meeting. Jot down notes, ideas, and questions for the group. It may help to take just one quarter per sitting, so you have time to listen for God's leading as you plan.

Talk with your ministry members about how you hope to make an impact together in 2027. The quarterly pages include questions to spark conversation and creativity.

Finally, keep your church's mission and vision in mind as you consider your ministry goals for the year to come.

What's inside

1. **Key Dates Worksheet.** Gather your church's own important dates before you plan.
2. **2027 Dates to Know.** The holidays and church seasons most churches plan around.
3. **Mission and Vision.** Write yours down so they stay in front of you.
4. **Quarterly Planning Notes.** Questions to consider for each season of the year.
5. **Monthly Calendars.** Twelve months with room for notes.

> **A tip from The Church Office:** Ask your ministry leaders to send their tentative dates *before* the planning meeting, not during it. The meeting then becomes a conversation about the few places where dates bump into each other.
>
> **Printing tip:** This calendar has 24 pages, a multiple of 4, so it prints neatly as a folded booklet. If you add or remove pages, keep the total a multiple of 4 (add a notes page if needed).

Key Dates Worksheet

Before you plan, gather the dates that make your church year your own. Fill in what you already know. Leave a question mark where you are not sure or decisions still needed

Event	Date (or month)	Who leads it
Church Anniversary		
Pastoral Anniversary		
Homecoming		
Spring/ Fall Revival (s)		
Vacation Bible School		
Youth or Children's Sunday		
Women's Day / Men's Day		
Choir Anniversary		
Annual Church Business Meetings		
Budget Meetings		
Leadership Retreat		
Mission or outreach events		
Community partner events		
Other special Sundays		

Recurring Meetings and Ministries

List the meetings and small group ministry gatherings that happen every week or month. These fill in the calendar early so that you can easily see when they may need to be adjusted for bigger events.

Ministry or meeting	How often	Day and time	Room

Before the planning meeting

□ Set the date for your calendar planning meeting: _____

□ Ask every ministry leader to send tentative dates by: _____

□ Ask for the event, date, time, room needed, and who is in charge.

□ Collect everything in one place, such as a form or shared spreadsheet.

□ Mark the dates that conflict, so the meeting can focus on those.

> **Sample request:** "We have scheduled 2027 calendar planning session for [date]. Please send me your ministry's tentative dates by [deadline]: the event, the date, the time, the room you need, and who is in charge/ point of contact for this meeting or event. If you are not sure of the exact date yet, please send the month."

2027 Dates to Know

The holidays and church seasons most churches plan around.

Fri, Jan 1	New Year's Day
Mon, Jan 18	Martin Luther King Jr. Day
Wed, Feb 10	Ash Wednesday
Sun, Feb 14	Valentine's Day
Mon, Feb 15	Presidents' Day
Sun, Mar 14	Daylight saving time begins
Sun, Mar 21	Palm Sunday
Thu, Mar 25	Maundy Thursday
Fri, Mar 26	Good Friday
Sun, Mar 28	Easter Sunday
Sun, May 9	Mother's Day
Sun, May 16	Pentecost
Mon, May 31	Memorial Day
Sat, Jun 19	Juneteenth
Sun, Jun 20	Father's Day
Sun, Jul 4	Independence Day
Mon, Sep 6	Labor Day
Sun, Nov 7	Daylight saving time ends
Thu, Nov 11	Veterans Day
Thu, Nov 25	Thanksgiving
Sun, Nov 28	First Sunday of Advent
Tue, Nov 30	GivingTuesday
Sun, Dec 5	Second Sunday of Advent
Sun, Dec 12	Third Sunday of Advent
Sun, Dec 19	Fourth Sunday of Advent
Fri, Dec 24	Christmas Eve
Sat, Dec 25	Christmas Day
Fri, Dec 31	New Year's Eve/ Watch Night service

Our Mission

Our Vision

Our Focus for 2027

What do we want to be able to say we accomplished by the end of the year?

Quarter 1 · January to March

Questions to consider

- In what ways has your ministry traditionally contributed to the life of the church during this quarter?
- What new ways could your ministry make an impact during this quarter?
- How can your ministry pour into the membership during this season of newness and fresh starts?
- How can your ministry help with outreach to the community during this season?
- Are there new partnerships you have hoped to build?
- Are there old initiatives you would like to remove or revamp?

Remember, you do not have to start something new. You can build on existing efforts in new ways.

Changes needed to the calendar

- Review what is already on the calendar for this quarter. Should anything be removed or added?
- Note the resources each event will need. This helps with the budget and with support ministries' schedules.

Feedback from your ministry members

January

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 *New Year's Day*	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 *Martin Luther King Jr. Day*	19	20	21	22	23
24	25	26	27	28	29	30
31						

Notes

February

2027

Black History Month

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10 *Ash Wednesday*	11	12	13
14 *Valentine's Day*	15 *Presidents' Day*	16	17	18	19	20
21	22	23	24	25	26	27
28						

Notes

March

2027

Women's History Month

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14 *Daylight saving time begins*	15	16	17	18	19	20
21 *Palm Sunday*	22	23	24	25 *Maundy Thursday*	26 *Good Friday*	27
28 *Easter Sunday*	29	30	31			

Notes

Quarter 2 · April to June

Questions to consider

- Are there churchwide or other ministry events you might be able to help with?
- How can your ministry pour into the membership during the spring?
- How can your ministry help with outreach to the community during the spring?
- Do you have quarterly goals you would like to make time to revisit?
- Have you made space for fellowship and for checking in with ministry members?

Remember, you do not have to start something new. You can build on existing efforts in new ways.

Changes needed to the calendar

- Review what is already on the calendar for this quarter. Should anything be removed or added?
- Note the resources each event will need. This helps with the budget and with support ministries' schedules.

Feedback from your ministry members

April

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Notes

May

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9 *Mother's Day*	10	11	12	13	14	15
16 *Pentecost*	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31 *Memorial Day*					

Notes

June

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19 *Juneteenth*
20 *Father's Day*	21	22	23	24	25	26
27	28	29	30			

Notes

Quarter 3 · July to September

> Consider designating certain months as a season of rest for your leaders. My own church body has, at times, set July and August as designated break times. Ministry never takes a break, but your volunteers must. If your meetings must continue every month, encourage your most relied-upon volunteers to take a break.

Questions to consider

- What do we want to be able to say we have accomplished by this point in the year?
- Do our January to June activities line up with those goals?
- Schedule time on your own calendar for a mid-year review of the first half of the year.
- What should we adjust for the second half?

Remember, you do not have to start something new. You can build on existing efforts in new ways.

Changes needed to the calendar

- Review what is already on the calendar for this quarter. Should anything be removed or added?
- Note the resources each event will need. This helps with the budget and with support ministries' schedules.

Feedback from your ministry members

July

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4 *Independence Day*	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Notes

August

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Notes

September

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 *Labor Day*	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Notes

Quarter 4 · October to December

Questions to consider

- Many ministries look for ways to include giving in their work this quarter. Could your ministry sponsor or partner with churchwide holiday giving efforts?
- Is there something you always wish you could do with your church family during the holidays that never happens? Now is a great time to share it.
- What are some of your most memorable church activities from past seasons that you would love to see again?

Remember, you do not have to start something new. You can build on existing efforts in new ways.

Changes needed to the calendar

- Review what is already on the calendar for this quarter. Should anything be removed or added?
- Note the resources each event will need. This helps with the budget and with support ministries' schedules.

Feedback from your ministry members

October

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Notes

November

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7 *Daylight saving time ends*	8	9	10	11 *Veterans Day*	12	13
14	15	16	17	18	19	20
21	22	23	24	25 *Thanksgiving*	26	27
28 *First Sunday of Advent*	29	30 *Giving Tuesday*				

Notes

December

2027

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5 *Second Sunday of Advent*	6	7	8	9	10	11
12 *Third Sunday of Advent*	13	14	15	16	17	18
19 *Fourth Sunday of Advent*	20	21	22	23	24 *Christmas Eve*	25 *Christmas Day*
26	27	28	29	30	31 *New Year's Eve Watch Night*	

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