

Transitioning to a New International Ministry

There may be times when you may choose to move to a new ministry while staying employed with Reliant. These could be:

- **Planned:** Moving to a long-term team after an initial residency or training program.
- **Unplanned:** Due to life changes or ministry-related differences with your current team or leadership.

Whatever the reason, our goal is to provide you with the tools and support you need to transition well.

Important: Continued employment after any transition depends on establishing a new partnership.

Steps for Transition

1. **Notify Reliant**

Share your reasons for the transition and your proposed timeline.

2. **Inform Your Current Leadership**

Work together to create a transition plan.

3. **Confirm Good Standing**

Reliant will verify with your current leadership that you are leaving on good terms or having reconciled any conflict. This can be done via

- Written letter of reference
- Your most recent annual review

4. **Connect Reliant with Your New Ministry**

We will guide them through the New Partnership Process.

5. **Communicate with Financial Partners**

Inform them of your transition and invite continued partnership.

6. **Finish Well**

Complete your responsibilities and consider taking a short break (furlough, sabbatical, or debrief) before starting your new role.

7. **Submit Updated Documents**

- A new Job Description
- A Support Goal Worksheet
- New SGW and Crisis Management plans if moving countries

Transition Planning Checklist

When planning your transition, consider:

- Desired timing of the transition
- Impact on your current ministry and those you shepherd
- Who will assume your responsibilities
- Major ministry events or initiatives that could affect timing
- When and how donors will be notified
- Contact information for your new supervisor and ministry
- A brief description of your new role

***Note:** If you remain in the same city, it is generally expected that you will not take your discipleship network with you, as this could cause division. However, your current leadership may choose to bless you with that group if it is not disruptive.*

Decision & Discernment Period

If it's clear you will transition but your next steps are uncertain, Reliant provides **90 days of decision and discernment** starting the day after your current responsibilities end. This is in addition to any final furlough or sabbatical. During this time, you can:

- Evaluate your calling to continue in a support-based ministry role
- Seek counsel from your Sending Church and trusted advisors

- Explore new opportunities and network with like-minded workers
 - Spend significant time in prayer for guidance
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Communicating with Donors

When informing your financial partners:

- **Celebrate** your time with your current ministry (share 1–2 key impacts)
- **Thank** them for their partnership
- **Explain** your transition and timeline
- **Share** details about your new role or discernment period
- **Avoid** negative comments about people or ministries
- **Invite** continued partnership during the transition and beyond
- **Send** your draft letter to international@rellant.org before sharing it with your ministry team