



Faithful Path Academy

Business Resource Center Handbook

Christian Spiritual Coach · Christian Spiritual Mentor · Christian Spiritual
Motivational Speaker

*"Equipping God's people to lead, serve, and build Christ-centered
ministries with excellence."*

Faith Over Brokenness · Mrs. Monique Velasquez, Spiritual Coach and Founder

Welcome

Your certification is only the beginning

Congratulations on earning your Faithful Path certification. Your certification is only the beginning of your ministry journey.

The Faithful Path Business Resource Center is designed to equip you with practical tools, biblical wisdom, and professional resources to confidently launch, manage, and grow a Christ-centered coaching, mentoring, or speaking ministry.

Whether God has called you to serve one person or thousands, this Resource Center will help you build a ministry founded on integrity, excellence, compassion, and biblical truth.

How to use this handbook

- Work through the sections in order the first time, then return to any section as a reference.
- Each section lists learning topics and the forms, worksheets, and templates that support it.
- Pair the handbook with the 10-week coaching programs and the 12-week Spiritual Mentor curriculum.
- Every graduate keeps lifetime access to the Faithful Path Resource Vault.

Contents

- Section 1 — Discovering Your Calling
- Section 2 — Building Your Ministry & Business
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- Section 10 — Financial Stewardship
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- Section 12 — Leadership & Professional Excellence
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Section 1

Discovering Your Calling

Clarify the assignment God has placed on your life before you build anything else.

Learning objectives

- Identify your God-given calling.
- Clarify your ministry assignment.
- Discover your strengths and spiritual gifts.
- Define the people God has called you to serve.
- Develop a personal ministry vision.

Topics

- Calling and confirmation
- Spiritual gifts
- Ministry assignment
- The people you serve
- Personal ministry vision

Included resources & downloads

- Calling Assessment
- Spiritual Gifts Assessment
- Ministry Vision Worksheet
- Mission Statement Builder
- Core Values Worksheet
- One-Year Ministry Planner

Section 2

Building Your Ministry & Business

Learn how to establish a strong, organized foundation.

Topics

- Choosing a ministry or business name
- Defining your niche
- Writing your mission and vision
- Selecting your ministry structure
- Business registration overview
- EIN overview
- Business banking
- Insurance overview
- Recordkeeping
- Financial stewardship

Included resources & downloads

- Business Startup Checklist
- Ministry Startup Guide
- Business Planning Workbook
- Monthly Budget Worksheet
- Recordkeeping Templates

Section 3

Creating Your Professional Brand

Develop a recognizable and trustworthy ministry identity.

Topics

- Logo planning
- Brand colors
- Brand voice
- Tagline creation
- Professional biography
- Ministry story
- Professional headshot guidance
- Email signature
- Business cards

Included resources & downloads

- Brand Workbook
- Biography Templates
- Style Guide
- Brand Checklist
- Marketing Planner

Section 4

Building Your Website

Create a welcoming online presence.

Topics

- Homepage
- About page
- Services page
- Testimonials
- Contact page
- Prayer Request page
- Resource Library
- Booking page
- Frequently Asked Questions

Included resources & downloads

- Website Planner
- Website Content Workbook
- Website Launch Checklist

Section 5

Client & Participant Management

Provide excellent care and organization.

Topics

- Client onboarding
- Intake process
- Coaching agreements
- Mentoring agreements
- Speaker agreements
- Confidentiality
- Session planning
- Progress tracking
- Graduation process

Included resources & downloads

- Intake Forms
- Client Agreement
- Mentoring Covenant
- Speaker Contract
- Progress Reports
- Session Notes
- Client Evaluation

Section 6

Coaching Business Development

Learn to build a thriving coaching practice.

Topics

- One-on-one coaching
- Group coaching
- Online coaching
- Coaching packages
- Monthly memberships
- Goal setting
- Accountability systems
- Follow-up care

Included resources & downloads

- Coaching Package Builder
- Pricing Guide
- Goal Planner
- Coaching Session Template
- Accountability Tracker

Section 7

Mentoring Ministry Development

Develop a discipleship-focused mentoring ministry.

Topics

- Biblical mentoring
- Spiritual growth plans
- Leadership development
- Youth mentoring
- Women's mentoring
- Small groups
- Accountability partnerships
- Healthy boundaries

Included resources & downloads

- Mentoring Guide
- Discipleship Planner
- Mentor Handbook
- Accountability Journal
- Growth Assessment

Section 8

Motivational Speaking Ministry

Prepare to communicate God's truth with confidence.

Topics

- Writing messages
- Public speaking
- Storytelling
- Audience engagement
- Presentation development
- Workshop facilitation
- Retreat planning
- Conference preparation

Included resources & downloads

- Speaker Packet
- Speaker One Sheet
- Speaker Biography
- Presentation Outline
- Event Proposal
- Speaking Contract

Section 9

Marketing & Outreach

Grow your ministry while honoring Christ.

Topics

- Social media strategy
- Facebook ministry
- Instagram ministry
- LinkedIn
- YouTube
- Podcasting
- Blogging
- Email newsletters
- Church networking
- Community partnerships

Included resources & downloads

- 90-Day Marketing Calendar
- Content Planner
- Canva Design Checklist
- Social Media Templates
- Outreach Planner

Section 10

Financial Stewardship

Manage ministry finances wisely.

Topics

- Budgeting
- Giving and generosity
- Expense tracking
- Income tracking
- Invoicing
- Donations
- Savings
- Growth planning

Included resources & downloads

- Budget Workbook
- Expense Tracker
- Income Tracker
- Invoice Template
- Annual Financial Planner

Section 11

Technology & Digital Ministry

Use technology effectively for ministry.

Topics

- Zoom
- Google Meet
- Google Workspace
- Microsoft 365
- Canva
- Cloud storage
- Digital security
- AI productivity tools
- Online scheduling
- Client management systems

Included resources & downloads

- Technology Guide
- Digital Organization Workbook
- Password Log
- Software Checklist

Section 12

Leadership & Professional Excellence

Grow as a servant leader.

Topics

- Servant leadership
- Communication
- Conflict resolution
- Healthy boundaries
- Emotional intelligence
- Team leadership
- Volunteer management
- Decision-making
- Ministry ethics
- Accountability

Included resources & downloads

- Leadership Workbook
- Conflict Resolution Guide
- Volunteer Handbook
- Meeting Agenda Templates

Section 13

Growing Your Ministry

Expand your impact with purpose.

Topics

- Workshops
- Retreats
- Conferences
- Bible studies
- Online courses
- Resource creation
- Membership communities
- Partnerships
- Community outreach
- Legacy planning

Included resources & downloads

- Event Planner
- Workshop Template
- Retreat Planner
- Curriculum Builder
- Strategic Growth Plan

Lifetime access

Faithful Path Resource Vault

Every graduate receives lifetime access to:

- Coaching contracts
- Mentoring agreements
- Speaker contracts
- Client intake packets
- Prayer request forms
- Confidentiality agreements
- Coaching worksheets
- Mentoring worksheets
- Leadership guides
- Business plan template
- Strategic planning workbook
- Marketing calendar
- Social media templates
- Canva design templates
- Event planning toolkit
- Budget worksheets
- Invoice templates
- Expense trackers
- Goal-setting journals
- Bible study templates
- Workshop outlines
- Sermon and speaking planners
- Presentation templates
- Resource library updates
- Continuing education materials
- Graduate networking opportunities

Commitment

Faithful Path Graduate Commitment

As a Faithful Path graduate, I commit to serving others with integrity, humility, compassion, biblical truth, professionalism, and excellence. I will honor Christ in my words, decisions, relationships, and leadership, seeking to glorify God while helping others grow spiritually, emotionally, and personally.

“Whatever you do, work at it with all your heart, as working for the Lord, not for human masters.”

Colossians 3:23 (NIV)

Signature: _____ Date: _____

Please note

Business, tax, insurance, and legal topics in this handbook are general ministry education only and are not legal, tax, or financial advice. Consult a qualified professional in your state before registering an entity or filing.