

The Block Plan

How to organize your week based on 'Time Blocks'

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I must start out by saying that this concept is not original with me. I heard it somewhere, or read it somewhere. I would love to give credit where credit is due, but for the life of me I have no idea where I first heard this idea. But I have used it and shared it numerous times. It is a very helpful concept. So whoever you are out there that first thought of it—THANKS!!

Basis

It is difficult for pastors to try and function on a time card basis. We do not punch a clock and to try and work that way just does not work. We are always on call, always thinking about a project or a person or a sermon or a Bible study. Or we lay in bed before we go to sleep thinking about a married couple about to divorce. How in the world are we supposed to clock that kind of time?

But we are so stuck in the time card world that we still think that way, and we feel guilty any time we AREN'T "working". Maybe our elders put that on us, or our congregation, but most likely we put it on ourselves. So we never stop, never slow down, never take enough time off, and we burn out. A 15-minute phone call in the evening can easily consume our minds for the rest of the evening. So would we record the 15 minutes for the call? or the 3 hours we spent thinking, grieving, and praying about the situation from that call?

One way to combat the time card mindset is to quit thinking about 'hours' and think rather in terms of 'blocks'.

Concepts

Each day has 3 blocks: morning, afternoon, and evening. Each block would be roughly equivalent to 4 hours.

A full week has 21 blocks of time. A typical 50-hour workweek would consist of about 12 blocks.

You should only work 2 blocks per day. So if you have an evening meeting, take off the morning or the afternoon.

A Sabbath day, or a day off, would consist of 3 consecutive blocks without any work. Probably the best way to do this would be morning-afternoon-evening, but it could work to do evening-morning-afternoon, which reflects the Jewish Sabbath concept.

Rhythms of Rest Plan

Daily

My normal daily time alone with God is _____ (*time of day*)_____.

Weekly

My Sabbath day is _____ (*day*)_____.

Date with my spouse is _____.

Dates with my kids are _____.

Monthly/Quarterly

My monthly/quarterly personal half-day/two-day spiritual getaway is:

First Quarter: _____ (date)_____ at _____ (place)_____.

Second Quarter: _____ (date)_____ at _____ (place)_____.

Third Quarter: _____ (date)_____ at _____ (place)_____.

Fourth Quarter: _____ (date)_____ at _____ (place)_____.

Annually

My one-week spiritual retreat is _____ (date)_____ at _____ (place)_____.

My annual vacation is _____ (date)_____ at _____ (place)_____.

Sabbatical

Ideas for my every-seven-year sabbatical are (imagine 3 months):

- where
- reading/study ideas
- writing projects
- plan for rest
-

Lifetime

My big hairy lifetime dream is _____.