

AI USE IN THE CHURCH WORKPLACE

A 2-Minute Check-Up

Is your church's AI uses and practices making it vulnerable?



AI may already be part of your church workplace—even if your church has never formally adopted an AI tool.

Answer YES or NO to each question based on what actually happens today. The goal is not a score; it is to identify gaps that may warrant a policy or an update to your existing one.

The 10-question check-up

1	Do you know which AI tools your pastors, employees, independent contractors, and volunteers are using for church work?	☐ YES ☐ NO
2	Has your church specifically approved which AI tools may—and may not—be used for church work?	☐ YES ☐ NO
3	Are personnel using church-controlled organizational AI accounts rather than personal ChatGPT, Gemini, Claude, or other AI accounts?	☐ YES ☐ NO
4	Before approving an AI tool, has your church reviewed how the provider handles, stores, uses, and potentially trains on information users submit?	☐ YES ☐ NO
5	Do personnel know not to enter sensitive or confidential information—such as pastoral care records, prayer requests, information about children and youth, employment matters, donor information, membership records, volunteer screening data, disciplinary matters, family crisis details, or financial assistance requests—into AI tools that are not appropriately protected?	☐ YES ☐ NO
6	Are personnel required to independently review AI-generated material for accuracy, potential bias, fabricated information, and possible copyright concerns before using or publishing it?	☐ YES ☐ NO
7	Does your church have rules addressing higher-risk uses of AI, including employment screening, copyrighted materials, meeting transcription, and AI-generated code or other changes affecting church IT systems?	☐ YES ☐ NO
8	Do personnel know whom to contact if they have a question about an AI tool—or if they believe AI has been used improperly or sensitive information has been exposed?	☐ YES ☐ NO
9	Does your church train personnel at least annually about its AI policy, approved tools, acceptable and unacceptable uses, and reporting procedures?	☐ YES ☐ NO
10	Has your church reviewed its AI practices and policy with appropriate legal, insurance, HR, finance, and technology advisors within the past year?	☐ YES ☐ NO

How did your church do?

This is intentionally not a point-based score. Some gaps carry substantially more risk than others. One “No” involving confidential information, personal accounts, or high-risk uses may deserve more immediate attention than several lower-risk gaps.

ALL 10 ANSWERS ARE “YES”

Your church appears to have many of the foundational practices addressed by the AI Use in the Church Workplace Policy Template. But AI tools, provider terms, and applicable laws continue to change. Review your policy and practices at least annually.

ONE OR MORE ANSWERS ARE “NO”

You have identified a potential gap in your church’s AI practices. Review your existing policy against the AI Use in the Church Workplace Policy Template and determine whether updates are needed.

NO AI POLICY—or you are not sure how personnel are using AI

This may be the most important result of the check-up. AI can be incorporated into ordinary workplace tools—including writing, transcription, scheduling, graphics, spreadsheets, and other applications—so a church may already have AI-related risks even without formally adopting AI tools.

FIVE RED FLAGS

Pay Particular Attention If...

Any one of these practices is a reason to take a closer look at your church’s AI safeguards.

- Staff or other personnel use personal or free AI accounts for church work.
- Personnel put confidential or sensitive church information into AI tools.
- AI records or transcribes pastoral, staff, counseling, or other sensitive meetings.
- AI is involved in screening applicants, reviewing résumés or recorded interviews, or other employment decisions.
- No one at the church is responsible for approving AI tools or monitoring how they are used.

NEXT STEP

Compare your practices with the full policy template

Use Church Law & Tax’s AI Use in the Church Workplace Policy Template to identify safeguards, customize responsibilities, communicate expectations, train personnel, and establish a regular review process.



Important Notes

We used a combination of AI and human editors and attorneys to create this check-up.

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