**The Effective Small Group Leader Contacting Plan**

**My primary contacting time(s):**

Wednesday and Friday afternoons

**The goal for the amount of time is** 5 – 10 **minutes**

**I have a place to record contacts made weekely**

**Yes: \_X\_**  **No: \_\_\_\_**

**My primary means of contacting is: Phone or text**

**The questions I will ask most frequently this week are:**

1. **How are you doing this week**
2. **How are you feeling (health)?**
3. **How is your son/children?**

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**The Small Group Leader**

**Personal Preparation Chart**

My weekly preparation time is Sunday mornings and Friday afternoons

The amount of time is 75 minutes a week

Heart Preparation Question:

* *Do I have any sin I need to confess?* **Yes**
* *Is the Holy Spirit being allowed to be the dominant personality in my life?* **Yes**
* *Do I have a grateful heart for the opportunity to lead a group and all the people in my group?* **Yes**
* *Am I willing to live the Bible lesson in my daily life?* **Yes**
* *Are there any relationships I need to make right?* **Yes**

**Meeting Agenda Preparation**

* Place
* Welcome
  + Snack
  + Greeting
  + Icebreaker
* Worship
  + Singing
  + Thanksgiving
  + Praise Prayer
* Word
  + Introduction questions
  + Interaction discussion questions
  + Application questions
* Witness
  + Pray for each other
  + Pray for people we are inviting to group or church
  + Plan to contact absentees
  + Plan next social activity
  + Promotion of church activities
  + Prayer for church and church leaders