**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