

## **Purposes of the Sunday School Leader Meeting:**

- ◆ Plan and conduct the work of the department/class.
- ◆ Evaluate their current work.
- ◆ Develop plans for more effective work.
- ◆ Make assignments related to specific work planned.
- ◆ Identify specific people who have been visited or need to receive evangelistic or ministry visits.
- ◆ Indicate specific follow-through actions to take place.
- ◆ Identify specific people who have made decisions.
- ◆ Strategize ways to multiply FAITH through the Sunday School.
- ◆ Suggest ways to improve church ministries.
- ◆ Address administrative issues.
- ◆ Pray together.

## **Content of the Sunday School Leader Meeting: (Total time @ 1 hour)**

General Period (@ 10 Minutes – utilize Sunday School Leader Magazine)

Department/Class Meeting:

Focus on Mission (@ 10 minutes)

Focus on Relationships (@ 15 minutes)

Focus on Prayer Needs (@ 10 minutes)

Focus on Bible Teaching (@ 15 minutes)

**General Period (5 to 15 minutes)** – This period can vary from 5 or minutes to 15 minutes. However be careful not to take time away from the important planning of departments and/or classes. This period is a brief gathering of all Sunday School leaders led by the Sunday School director, pastor, minister of education. The purpose of the general period is to motivate and inform leaders in areas of concern to gall age groups.

**Focus on Mission (10 minutes)** – This portion of the meeting is an opportunity to relate the work of the Sunday School departments and/or classes to the mission and the ministry of the Sunday School and the church. Information is shared concerning the church wide emphases, needs, and concerns. This is a wonderful opportunity to continually emphasize Sunday School as a strategy and how the strategy of the department and/or class relates to the strategy of the Sunday School. During this portion of the meeting discuss any administrative concerns. Also use this and other portions of the meeting to pray together. This portion of the meeting may be used to discuss the enlistment of FAITH teams from the class and for praying for the FAITH teams.

**Focus on Relationships (25 minutes)** – This is a key time for the FAITH Team Leader to be involved in the Sunday School leadership meeting. During this part of the meeting relationships with members and prospects are discussed, individual needs are assessed, and, as appropriate, plans are made to involve members in responding to them. Needs that might trigger a FAITH visit to member or prospect are discussed. Reports are given on the visits made by FAITH teams to prospects and members. Decisions are made regarding the needed prospect and ministry visits. This portion of the meeting provides a wonderful opportunity to lay specific plans for the Sunday School department and/or class to assimilate new members. Fellowship plans aimed at building relationship are made during this portion of the meeting. Time should be spent praying for the needs of members and prospects and the work and ministry of the department and/or class.

**Focus on Bible study (25 minutes)** – The desired work of the Sunday School department and/or class is to see lives transformed. Teaching for spiritual transformation is facilitated when leaders work together to plan the best way to bring members into a life-changing encounter with the Bible message. Bible study therefore is not seen as an independent task but is the focal point around which people are reached for Christ and becomes the foundation for engaging people in evangelism, discipleship, ministry, fellowship, and worship. Pray together for the Bible study time that will take place on Sunday morning (or at any other time).