

How to plan well – leader's notes

Thank you so much for using our training videos. Our vision for them is that they equip you, as a leader, with content which you can use with your team. We hope that this will save you time in preparation, releasing you to do what only you can do: establish and grow your team, build community and apply the teaching to your unique context together.

This page is for you to read and use as you lead the training. The next page is a handout which you can print out for your volunteers attending the training. There is also an overview of the topics covered in case any of this is new to you.

Ways to use this training

- Listen to it yourself, like a podcast.
 - Send the link around to others in your team for them to watch/listen.
 - Organise a team training event, using the video and these discussion questions.
 - Share the link in any online forums, Facebook groups etc. where there are other leaders.
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How to plan well

Among your team, there are almost certainly people who are planning parts of a session or even complete sessions. These could include someone running your Friday youth group, someone planning the craft for Sunday morning or someone working out a worship set. This video gives three ideas for helping them plan well, whatever they are doing:

- **Three principles to remember as you plan** – fitting in with the bigger picture, helping kids understand the main point and creating opportunities to experience God.
- **Three practical things to remember** – your timings, plan for flexibility and engage all learners
- **Three ways to empower your team** – tell them what they'll be doing, be clear about their role and share what you want the kids to get out of the session.

Discussion questions

Below are some suggestions to help you discuss the ideas with your team – please use or discard them – you know your team best!

- Do you have any comments or questions about the video?
- What stood out to you the most?
- How do you feel about being asked to plan a session? What ideas from this video might help?
- If you plan sessions or parts of sessions already, would you add any other ideas?
- Do we need to make any changes to the way we do things in order to help everyone plan well?
- What is our next step?