

ROLES AND TEAMS

- Coordinator • Session Leader • Small Group Facilitators
- Hospitality Team • Worship Team • Prayer Team

COORDINATOR

The coordinator serves as the touch point for The Rescue Project, and is responsible for overseeing every aspect of running The Rescue Project in any context, including planning, promoting, and administering the project. This person also oversees equipping, forming key teams, and securing feedback. The ideal coordinator is someone who is passionate for the gospel, possesses pastoral gifts, enjoys administration, and is organized.

SESSION LEADER

The session leader serves as somewhat of an emcee, oversees the weekly sessions, welcomes everyone, and offers an overview of each session. This person is also the time-keeper, making sure every session runs smoothly and begins and ends on time. The ideal session leader is someone who is organized, warm, engaging, and personable. The session leader will be the primary contact for table facilitators and will lead the pre- and post-session huddles. The emcee role requires this person to be comfortable up front as the focal point for each session.

What does this role look like?

1. Prior to the pre-session huddle:

- Check all A/V equipment to make sure technology is working.
- You may wish to download the episodes to avoid connectivity issues.
- Select one or two worship songs and make sure they are queued up to play.
- Make sure the facilitators are at the table and ready to receive everyone when they arrive.
- Make sure the meal is prepared and ready to be served.

2. Thirty minutes prior to the start of a session, gather your facilitators to:

- Welcome them.
- Give leaders an opportunity to introduce themselves in the event they don't already know one another. Running Rescue Guide
- Answer any questions they may have.
- Briefly introduce the session topic.
- Address any concerns from the prior session.
- Lead the group in worship and prayer.
- Dismiss them in time for them to greet their small groups.

3. At the start of the session:

- Begin on time.
- Welcome everyone.
- Introduce yourself.
- Announce the menu and begin the meal.
- Invite the small group leaders to bless the meal at their tables.
- Keep track of the time.
- Five minutes before the end of the meal, politely give a five-minute "warning" to everyone, announcing that the next segment of the session will begin.

- Play a worship song or two, inviting everyone who feels comfortable to join in.
- Begin the Rescue episode after worship.
- Allow everyone a five-minute break after the episode.
- Announce the beginning of small group discussion.
- Watch the time. Group discussion should last roughly thirty minutes. Offer a five-minute warning before the end of the session.
- End promptly, though some people may linger.
- Encourage the facilitators to complete the feedback.

4. Between each session:

- Pray for your group.
- Remind your table facilitators to pray for their small group.
- Remind them of the retreat date.
- Encourage them to email or contact you if there are questions or concerns about their small group.
- Be a source of love, encouragement and prayer for your leaders.

SMALL GROUP FACILITATORS

Small group leaders are facilitators of conversation who encourage balanced discussion among everyone in the group. The small group facilitator prays for, loves, accompanies, and serves those in their group. The ideal facilitator is a companion on the journey who is prayerful, attentive to the Holy Spirit, joyful, relational and has a heart for mission and for others.

Keep in mind, Rescue Project small group leaders are not intended to be teachers, but rather facilitators of conversation in order to encourage balanced discussion among everyone in the group. In other words, small group leaders understand they don't need to have all the answers. That's a relief, right? In The Rescue Project, small group leaders are people who are prayerful and attentive to the movement of the Holy Spirit. Additionally, they are joyful, attentive listeners, and have a heart for Jesus, the Church, and the lost. The easiest way to describe a facilitator is a friend on the journey.

The lead facilitator's responsibilities include welcoming everyone to the small group and ensuring appropriate introductions are made. They open with prayer, begin and guide the discussion, bring clarity and direction to the conversation when needed, and invite everyone's participation, paying particular attention to dominating personalities and those who are more quiet and reserved.

The co-facilitator's primary responsibility is one of service and includes helping with hospitality, making sure the group has everything they need, and supporting discussion when necessary. Additionally, the co-facilitator serves as a prayer intercessor for the group discussion, quietly interceding for the conversation. The co-facilitator is also attentive to every person during the meal and an observer of body language, anticipating and meeting unspoken needs of group members. They may also be needed to lead small group conversations in the event the lead facilitator is unable to be present.

Rescue Project facilitators should also attend the pre session huddle to prayerfully prepare for the session and the post-session debrief to unpack the small group experience.

HOSPITALITY TEAM

This team is responsible for creating an atmosphere of welcome and beauty. A wise woman once remarked that everything we do in ministry should be beautiful. We couldn't agree more. Beauty attracts and first impressions are never forgotten.

The purpose of the hospitality team is to impress upon each person that they are loved, seen, and that they matter, making sure every participant is greeted warmly before they arrive to their small group. The hospitality team is composed of a number of people who may serve in a variety of capacities. They greet people as they arrive, serve the meal, and decorate the space in such a way that people are overwhelmed when they walk into the room. The ideal hospitality team member is creative, energetic, and enjoys serving others.

MEAL TEAM

This team oversees how meals will be offered during The Rescue Project. The meal is truly the ultimate ice breaker and is the place where real conversations happen. Meals may be catered or prepared onsite. Meals may also be offered pot-luck style, creating an opportunity to get everyone involved in making the meal special. Get creative to make the meals great and affordable. The ideal meal team member appreciates the importance of food and loves serving others. **WORSHIP TEAM** This team oversees the integration of worship music weekly in The Rescue Project. Worship is an integral element in the experience. Worship breaks open the heart so the Word of God may be planted within. Worship music may be live or played on a device by accessing Spotify, Amazon Music, or iTunes. This team also coordinates worship for the retreat. The ideal worship team member appreciates the role of beautiful music as a means to help facilitate an encounter with God.

INTERCESSORY PRAYER TEAM

This team prays for everyone involved in The Rescue Project, including leaders, participants, and planners. This team secures a list from the coordinator of everyone involved in The Rescue Project and prays for them by name throughout the eight weeks. The ideal person for this team is someone who possesses the gift of intercessory prayer.