

## **Team Night – Growth Track**

### **FINAL:**

**Talk 25 mins:**

#### **1. Opportunities to serve – 5 mins**

##### **JDD 1PM:**

**Call time/Huddle:** 10:00am

**Sit:** 11:00am - 12:20pm

**Doors Open:** 12:45pm

**Growth Track:** 1pm - 2pm

**Inputting/Load Out:**

2pm - 2:45pm

##### **iTech 12:30pm:**

**Call time/Huddle:** 9:15am

**Sit:** 10:00am - 11:20am

**Doors Open:**

11:45pm

**Growth Track:**

12:30pm - 1:30pm

**Inputting/Clean Up:**

1:30pm - 2:15pm

##### **iTech 4:15pm:**

**Call time/Huddle:** 3:15pm

**Doors Open:** 4:00pm

**Growth Track:**

4:15pm - 5:15pm

**Inputting/Load Out:**

5:15pm 6:00pm

**Sit:** 6:00pm - 7:20pm

#### **2. Location commitment and monthly scheduling -5mins**

In an effort to plan and provide an excellent Growth Track experience we ask that all servant leaders commit to one season at a location. Each month, the church has a scheduling day where we send out invitations to all servant leaders to schedule all opportunities to serve in the following month. It is important that you accept/decline those requests as early as possible. This helps the team to plan for each Growth Track step. We do understand that changes happen and we ask that you notify the service leaders of any changes and update your service status accordingly in CCB.

#### **3. Mid Week Responsibilities- 5 mins**

**Each week we:**

- Call/Email/Text graduates to congratulate them and get them connected to a team, a Crew, and answer any questions they may have.
- Call/Email/Text every Growth Track attendee from the previous week to invite them to next Growth Track, talk to them about our Church, and answer any questions they may have.
- Call/Email/Text “Pending Grads” to let them know the upcoming step is all they need in order to Graduate from the Growth Track

#### **4. Sunday Roles/Responsibilities: 15 mins**

- **Environments (All Servant Leaders)**
  - Arranging Tables/Chairs
  - Arranging Material for each step (i.e. manuals, CCs, pens, etc.)
  - Breakouts card and Servant Leader Release Form (applies to stepFOUR only)
  - Decorating the room
- **Production (2 Servant Leaders)**
  - Setup of TV, laptop and Music
  - Running slides/videos during Growth Track
- **Check-in (2-3 Servant Leaders)**
  - Checking in all Growth Track attendees with CCB Check-In system
- **Photos (2 servant Leaders)**
  - Taking photos of first-time guest and uploading it to their CCB profile
- **Host (3 Servant Leaders)**
  - Direct attendees on where to sit while creating a welcoming environment.
- **Food (1 Servant Leader)**
  - Receiving food and serving food during Growth track
  - Setup Food Station (i.e. napkins, plates, cups, water)
- **Inventory (2 Servant Leaders)**
  - Taking inventory of all Growth track materials in bins and filling out inventory tracking sheet
- **Graduates (2 Servant Leaders)**
  - Running graduate report, preparing certificates, and praying over the graduates
  - Great time to connect with graduates and ensure they are connected to a crew and a Sunday team
- **Clean-up**
  - Prepare the room for the next GT
  - Clean tables, food station, common area
- **Load Out (5 Servant Leaders)**
  - Tear down and arranging media center tables to their original set up
- **Uploads (2-3 Servant Leaders)**
  - Uploading connect cards at the conclusion of each Growth Track

## 5. Activity - 30 mins

1. **Role Overview**
  - a. Review all Growth Track Sunday Roles and Responsibilities
2. **Role Simulations**
  - a. Have all team members present split in the two groups for simulation
    - 1) Attendees 2) Servant Leaders

- b. Servant leaders will take on various roles for the simulation while other team members play the part of the attendees. After which, we will switch the simulation teams and run the simulation again
- c. Servant leaders will be encourage to attempt a role they have previously never served
- d. Each team member will have the opportunity to practice the various roles and ask questions

### **3. Roles to be Simulated**

- a. Checkin
- b. Host
- c. Photos
- d. Production
- e. Uploads

#### **Team Leaders**

- **iTech**
  - Rahysa Vargas
  - Victoria Fernandez
- **JDD**
  - Teresa Rivera
  - Kevin Ramsay

#### **Service Leaders**

- **iTech**
  - Ashley Leon
  - Vanessa Pineda
  - Andrew Lazziano
  - Vladimir Joseph
  - Salomon Duran
- **JDD**
  - Danielle Quintero
  - Paula Gonzalez

#### **Handout Content:**

Part A:

**Opportunities to serve:**

**JDD 1PM:****Call time/Huddle:** 10:00am**Sit:** 11:00am - 12:20pm**Doors Open:** 12:45pm**Growth Track:** 1pm - 2pm**Inputting/Load Out:**

2pm - 2:45pm

**iTech 12:30pm:****Call time/Huddle:** 9:15am**Sit:** 10:00am - 11:20am**Doors Open:**

11:45pm

**Growth Track:**

12:30pm - 1:30pm

**Inputting/Clean Up:**

1:30pm - 2:15pm

**iTech 4:15pm:****Call time/Huddle:** 3:15pm**Doors Open:** 4:00pm**Growth Track:**

4:15pm - 5:15pm

**Inputting/Load Out:**

5:15pm 6:00pm

**Sit:** 6:00pm - 7:20pm**Sunday Roles/Responsibilities:**

- **Environments** (All Servant Leaders)
  - Arranging Tables/Chairs
  - Arranging Material for each step (i.e. manuals, CCs, pens, etc.)
  - Breakouts card and Servant Leader Release Form (applies to stepFOUR only)
  - Decorating the room
- **Production** (2 Servant Leaders)
  - Setup of TV, laptop and Music
  - Running slides/videos during Growth Track
- **Check-in** (2-3 Servant Leaders)
  - Checking in all Growth Track attendees with CCB Check-In system
- **Photos** (2 servant Leaders)
  - Taking photos of first-time guest and uploading it to their CCB profile
- **Host** (3 Servant Leaders)
  - Direct attendees on where to sit while creating a welcoming environment.
- **Food** (1 Servant Leader)
  - Receiving food and serving food during Growth track
  - Setup Food Station (i.e. napkins, plates, cups, water)
- **Inventory** (2 Servant Leaders)
  - Taking inventory of all Growth track materials in bins and filling out inventory tracking sheet
- **Graduates** (2 Servant Leaders)
  - Running graduate report, preparing certificates, and praying over the graduates.
  - Great time to connect with graduates and ensure they are connected to a crew and a Sunday team.
- **Clean-up** (everyone serving)
  - Prepare the room for the next GT
  - Clean tables, food station, common area
- **Load Out** (5 Servant Leaders)
  - Tear down and arranging media center tables to their original set up
- **Uploads** (2-3 Servant Leaders)

- Uploading connect cards at the conclusion of each Growth Track