



HUDDLE PLAYBOOK

MISSION & VISION

OUR VISION

To see the world transformed by Jesus Christ through the influence of coaches and athletes.

OUR MISSION

To lead every coach and athlete into a growing relationship with Jesus Christ and His church.

OUR STRATEGY

To make disciples by engaging, equipping and empowering coaches and athletes to know and grow in Christ and lead others to do the same.

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TYPES OF HUDDLES

CAMPUS CLUB HUDDLE

A Campus Club is a student-led group that meets weekly on public or private school campuses.

TEAM HUDDLE

A Team Huddle is a student or volunteer led group that meets on campus for a particular sport.

SPORT HUDDLE

A Sport Huddle is a student or volunteer led off-campus activity group that meets for Bible study and enjoys recreational sporting activities or fitness.

OUR FOCUS POINTS

STRONG FOLLOW UP PLAN

We are committed to connecting the campus to the church by equipping Huddle leaders with a clear and effective follow-up process.

SPEAK TO THE COMPETITOR

We are committed to fulfilling FCA's mission by intentionally gearing Huddle meetings that engages, equips and empowers both coaches and athletes.

START TEAM HUDDLES

We are committed to reaching more coaches and athletes by starting team Huddles on our school campus.

CAMPUS CLUBS

A CAMPUS CLUB IS A STUDENT-LED GROUP THAT MEETS WEEKLY ON PUBLIC OR PRIVATE SCHOOL CAMPUSES.

A CAMPUS CLUB HUDDLE “IS”...

A **PRESENTATION** ministry aiming to spread the message of Jesus Christ’s love and hope.

An **OUTREACH** ministry empowering student athletes and coaches to reach their school and teams.

A **KINGDOM MINDED** ministry that focuses on connecting new believers with local churches.

A **COLLABORATIVE** ministry that aims to work with Team Huddles on campuses as well as other FCA affiliated ministries.

A CAMPUS CLUB HUDDLE “IS NOT”...

An **EXCLUSIVE** group for only coaches and athletes. All are welcome to attend FCA events and/or apply for student leader positions.

A **SOCIAL CLUB** for Christians; we are here to reach the lost by building relationships and sharing the gospel message.

A **SUBSTITUTE** for the church—but “IS” an **EXTENSION** of the Church!

MIDDLE SCHOOL AND ELEMENTARY CAMPUS CLUB HUDDLES MAY OPERATE DIFFERENTLY

THE FOUR KEYS



STUDENT LEADERSHIP TEAM

STARTERS and **MAINTAINERS**

They take the lead in planning, promoting, and executing the campus club meetings and events.



FACULTY ADVISORS

SUPPORTERS and **FACILITATORS**

They assist the student leadership team to launch and manage the campus club.



HUDDLE LEADERS: ADULTS

PASTORS or **CHURCH VOLUNTEERS**

They disciple student leaders and engage other students to connect to a local church and youth group.



HUDDLE PARENTS

CONNECTORS and **HELPERS**

They can support through prayer, hosting gatherings, financial support and creating partnerships.

FCA STAFF

VISION CASTERS and **OVERSEERS**

They uphold FCA's mission and vision and have the power to make structural changes to Huddles when necessary.

HUDDLE PRESENCE IS OPTIONAL.

STUDENT LEADER ROLE DESCRIPTION

EXPECTATIONS

Student leaders are required to actively participate in a local church and maintain a positive reputation on and off campus. They should exemplify FCA Values such as Integrity, Serving, Teamwork, and Excellence. Leaders must be open to growth, challenges, and feedback. Additionally, they must maintain good academic standing.

REQUIREMENTS

- 1. Ministry Leader Application**
 - Interview:
 - FCA Staff/Advisors
- 2. Online Trainings**
 - E3 Overview
 - Huddle Training *Recommended
- 3. FCA Event Attendance: Pres & VPs**
 - Kickoff Regional Huddle
 - Halftime Regional Huddle

TIME COMMITMENT

- 1. Summer Prep**
 - 1-2 Team Meetings
- 2. School Year**
 - 3-5 Hours a Month

SCAN HERE
FOR LINKS
TO GET
STARTED

[SACFCA.ORG](https://sacfca.org)



MINISTRY REQUIREMENTS

- Utilize FCA Huddle Playbook for leadership structure, meetings and resources.
- All speakers must be from our trusted speaker list.
- Promotion of regional or local FCA events.
- Report ministry numbers and testimonies to local FCA staff.

PRESIDENT

VISIONARY LEADER AND TEAM MOTIVATOR

QUALIFICATIONS:

Respected student who is an on-fire follower of Christ, passionate about leading people into a growing relationship with Jesus Christ and the church. They must be comfortable being leading, public speaking, and praying. They need to be humble, a self-starter, a good listener, and willing to learn.

RESPONSIBILITIES:

- Coordinates to get all club paperwork turned in.
- Communicates directly with school administration, coaches, volunteers, and sponsors.
- Helps plan and run club meetings.
- Facilitates and leads vision planning meeting.
- Secure speakers for club events.
- Reports to FCA staff at least once a month.
- Seeks to include churches and ministries in club events.
- Oversees Leadership Team.

VICE PRESIDENT(S)

KEY SUPPORTER AND TEAM PLAYER

QUALIFICATIONS:

Fully capable of performing the roles and responsibilities of the president. Needs strong organization skills. Must be willing to humbly but boldly ask hard questions and share their thoughts.

RESPONSIBILITIES:

- Coordinates with the president to turn in all paperwork.
- Provides insight for club activities and meetings.
- Assists in decision making, oversight and discernment.
- Ensures decisions are made collectively.
- Leads follow-up initiatives for club members, guests, and salvation responses.
- Oversees Huddle and Outreach/Serve Teams.

SECRETARY

DETAIL EXPERT AND NOTE TAKER

QUALIFICATIONS:

Administrative, detail orientated, organized and a proficient note taker. Needs to be able to clearly communicate club announcements, action items, and event details in written form.

RESPONSIBILITIES:

- Takes minutes/notes during club leadership meetings and distributes action items to the student leaders.
- Keeps track of club attendance, salvation decisions, Bibles distributed, pizza boxes and churches present.
- Manages thank you notes and honorariums for volunteers and speakers.
- Oversees the Promotion Team.

TREASURER

MONEY KEEPER AND BUDGET MANAGER

QUALIFICATIONS:

A trusted individual who is responsible for handling club finances. Skilled at budgeting and tracking expenses and revenue.

RESPONSIBILITIES:

- Collaborates with President and VP on all financial decisions.
- Keeps accurate records of all expenses and revenue.
- Prepares and monitors budget for events, honorarium, and other club expenses.

THE LEAD TEAM

The Lead Team are the final decision makers and are comprised of the President, Vice President, Secretary, and Treasurer. Most schools require at least the President and Vice President, but filling these four positions can help in the overall success of the Campus Club.

SUPPORT TEAMS

PROMOTION TEAM

QUALIFICATIONS:

Person needs to be familiar or willing to learn digital design tools (Canva, Photoshop, Final Cut, etc.), social media platforms (Instagram & Remind), filming and photography.

RESPONSIBILITIES:

- Create posters and flyers for club events.
- Design digital posts and stories for Club social media.
- Videography and photography of club events.

OUTREACH/SERVE TEAM

QUALIFICATIONS:

Heart for serving and making an impact on their campus and community. Willing to be behind-the-scenes to ensure events are executed with excellence.

RESPONSIBILITIES:

- Helping brainstorm and plan creative event ideas.
- Executing set-up and tear-down for the events.

HUDDLE TEAM

QUALIFICATIONS:

Love to serve behind the scenes and get things done. Willing to take on any task to help make sure the Huddle runs successfully and efficiently.

RESPONSIBILITIES:

- Ensuring all supplies and roles are covered. Utilize the Meeting & Event Planners Page 21.
- Helping set-up and tear-down the Huddle.
- Research for speaker introduction.
- Support VP in post-Huddle follow-up plan.

MONTHLY RHYTHMS

A CAMPUS CLUB HUDDLE HAS FOUR DIFFERENT TYPES OF MONTHLY MEETINGS. CONSIDER THE RHYTHM BELOW AS AN EXAMPLE OF WHAT YOUR CLUB CAN DO.

GATHER
OUTREACH

GROW
CONNECT

GO
SERVE

GAMEPLAN
TEAM MEETING

OUTREACH / GATHER

An “OUTREACH” day is an **EVANGELISTIC MEETING** that provides free food, optional prizes, and a speaker. The aim of this meeting is to share the gospel, invite people to accept Jesus, and connect students to local churches.

BIG OUTREACH

Every club needs to organize, **AT LEAST ONE**, all school huddle in a gym or large auditorium featuring a professional athlete sharing their testimony and concluding with the gospel message. The purpose of this event is to raise club awareness and spread the gospel to a wider audience.

When during the school year do you think your campus club should do an All School Huddle?

CONNECT / GROW

A "CONNECT" day is for **SEEKERS** and **BELIEVERS** to engage in real discussions about life, Jesus, and the Bible. Clubs can maximize these meetings for sharing student **testimonies** or **small groups**. The goal is to establish a safe environment where students can develop spiritually and connect with their peers. Youth pastors would be great speakers for these meetings. **Food is optional.**

What youth pastors could help facilitate these meetings?

TEAM MEETING / GAMEPLAN

It's crucial to allocate time for **PLANNING** and **PREPARATION**. That's why organizing a "Game Plan" day presents the ideal chance to bring together your **Lead** and **Support Teams** for a core team meeting. Utilize this time for student-led devotionals, prayer sessions, leadership development, brainstorming and outlining actionable steps.

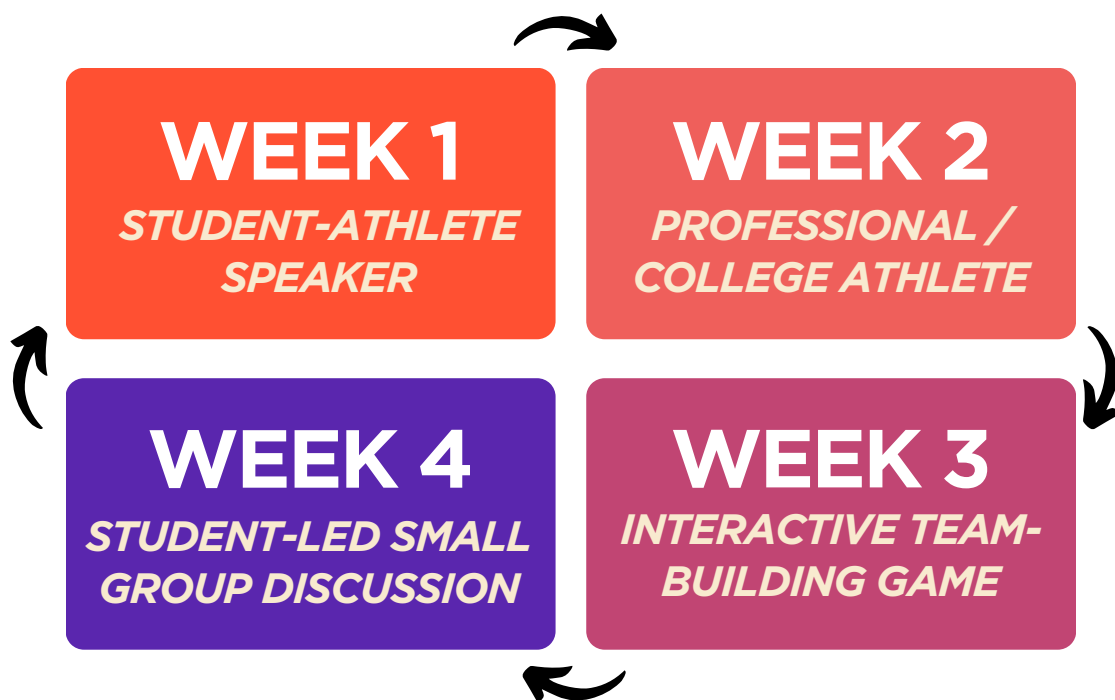
What days during the week are best to do "Team Meeting"?

SERVE / GO

On a "SERVE" day, you can engage in **SERVING** opportunities or enjoy a fun **OUTREACH** experience. Serving opportunities may involve activities like assisting non-profit organizations, participating in community service projects, or campus clean up days. Fun outreach experiences may include activities such as "cookies in the quad", a dodgeball tournament, lawn games, and more. The goal is to model Christ like behavior and boost participation in the club.

What serve or outreach activities would you like to do on campus?

GOAL HUDDLE RHYTHM



THIS MODEL IS DESIGNED TO HELP YOU STRATEGICALLY AND INTENTIONALLY SHARE THE GOSPEL WITH **EVERY** COACH AND ATHLETE ON YOUR CAMPUS.

MONTHLY CALENDAR

SEPTEMBER 2025						
SUN	MON	TUE	WED	THU	FRI	SAT
	1 Labor Day	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Download & Print Free Calendars From [Wink Calendar](#)

Sep 4: Student Testimony (Grow)

Sep 5: First Friday Prayer (Go)

Sep 8: Leader Meeting (Gameplan)

Sep 11: Pro athlete Testimony (Gather)

Sep 18: Team building game (Go / Grow)

Sep 22: Leader Meeting (Gameplan)

Sep 25: Small Group (Grow)

Sep 26: Serve @ Football Game (Go)

THIS SERVES AS AN EXAMPLE OF HOW TO STRUCTURE AND PLAN YOUR MONTHLY MEETINGS WITH YOUR LEADERSHIP TEAM.

FOLLOW UP PLAN

THE PLAN AIMS TO ESTABLISH AN SIMPLE PROCESS FOR STUDENTS COMMITTING TO JESUS, FACILITATING THEIR CONNECTION WITH A LOCAL CHURCH AND SUPPORTING THEIR GROWTH AS CHRIST-FOLLOWERS.

AFTER A SALVATION CALL

- **CELEBRATE & ENCOURAGE** – Take a moment to affirm their decision and express your excitement. Emphasize the importance of their Next Steps in following Jesus.
- **DISTRIBUTE & EXPLAIN DECISION CARD** – Ask student leaders to physically go to each person with a raised hand and pass out the Decision Cards. Briefly explain:
 - **DECISION CARD:** “Our FCA leaders are passing out a decision card. Please complete this card and return it to us today so our leadership team can text you tips on how to connect with a church and take your next steps in growing your relationship with Jesus.”
- **ASSIST & COLLECT** – Student leaders should stay nearby to answer questions and assist students in completing the decision card. Collect all decision cards.

AFTER THE HUDDLE

- **DAY AFTER HUDDLE TEXT:** Student leaders will text new believers a short congratulations and share the Faith Response Tool link for next steps.
- **YOUTH GROUP INVITATION:** Student leaders will invite new believers to check out their church youth group the next meeting night.

SCAN HERE
FOR DECISION
CARDS AND
RESOURCES



MEETING ELEMENTS

A SUCCESSFUL FCA MEETINGS CONSIST OF THE FOUR W'S: WELCOME, WARM-UP, WORK-OUT, AND WRAP-UP.

WELCOME (ANNOUNCEMENTS)

FIRST IMPRESSION can make or break a Huddle! Be intentional about greeting folks at the door and kicking off the Huddle with a warm welcome. When it comes to all FCA Announcements keep it brief and don't forget to use the promo tools at your disposal.

WARM-UP (ACTIVITY AND INTRO)

ICE BREAKERS are helpful tools to build quick connections and lower guards. Think simple and short activities.

A well crafted **INTRODUCTION** can help set the tone for the message and create a sense of trust for the listeners. See "Best Practices" for more helpful tips.

WORK-OUT (THE MESSAGE)

Be sure to connect with the speaker to clarify the purpose of your meeting. "Gather" days are evangelistic in nature and "Grow" days are for more intentional discipleship and practical Christian living.

WRAP-UP (RESPONSE TIME)

Allocate time at the end for students to take their **NEXT STEPS**, including picking up a free Bible, learning about upcoming church events, or receiving prayer. **We cannot be pass out any materials.** However, we can let students know they are available to pick up.

MEETING AND EVENTS

- 2 min Welcome:** Prayer
- 3 min Announcements:** Club and Churches
- 5 min Warm-Up:** Ice Breaker or Fun Activity
- 2 min Speaker Introduction:** Host
- 15 min Work-Out:** Message/Testimony
- 5 min Invitation:** Salvation Call/ Response
- 2 min Wrap-Up:** Response Time

Times may vary. Be sure to start the meeting no later than **5 MINS AFTER** the bell rings.

CORE TEAM MEETING

- 2 min Welcome:** Prayer
- 5 min Devotional and Discussion**
- 2 min Celebrations:**
- 5 min** Salvation Decisions, Numbers, Testimonies
- 5 min Updates:** Regional Events, Club Events, and Etc.
- 15 min Planning:** Events, Action Items, and Follow Up
- 2 min Wrap Up: Prayer Requests and Prayer**

Times may vary. Be sure to start the meeting no later than **5 MINS AFTER** the bell rings.

MEETING RESOURCES

The Huddle Resource section provides access to a range of meeting planner templates tailored to assist the leadership team and enhance the efficiency of "Game Plan" meetings.

1ST SEMESTER

CLUB LOGISTICS

Weekly Meeting Day: _____

Location(s): _____

School Huddle Date: _____

School Huddle Date: _____

MONTHLY RHYTHM

WK1: _____

WK2: _____

WK3: _____

WK4: _____

*Gather/Grow/Game Plan/Go

SEPTEMBER

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity

OCTOBER

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity

NOVEMBER

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity

DECEMBER

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity

2ND SEMESTER

CLUB LOGISTICS

Weekly Meeting Day: _____

Location(s): _____

School Huddle Date: _____

School Huddle Date: _____

JANUARY

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity:

FEBRUARY

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity:

MARCH

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity:

APRIL

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity:

MAY

Gather Speaker: _____

Grow Speaker: _____

Game Plan Devotional
Speaker: _____

Go (Serve/Outreach) Activity:

TEAM HUDDLE

A TEAM HUDDLE IS A STUDENT OR VOLUNTEER LED GROUP THAT MEETS ON-CAMPUS FOR A PARTICULAR SPORT.

A TEAM HUDDLE “IS”...

A **PRESENTATION** ministry aiming to spread the message of Jesus Christ’s love and hope.

An **OUTREACH** ministry empowering student athletes and coaches to reach their school and teams.

A **KINGDOM MINDED** ministry that focuses on connecting new believers with local churches.

A **COLLABORATIVE** ministry that aims to work with Team Huddles on campus as well as other FCA affiliated ministries.

PUBLIC AND CHARTER SCHOOL

A **VOLUNTEER-LED** and/or **STUDENT-LED** chapel, devotional or prayer for a particular sports team.

Volunteers can help develop and mentor student leaders to lead devotions and prayers.

PRIVATE CHRISTIAN SCHOOL

A **COACH-LED**, **VOLUNTEER-LED**, and/or **STUDENT-LED** chapel, devotional or prayer for a particular sports team.

An excellent opportunity to focus on engaging, equipping and empowering young Christian student-athletes.

THREE KEYS



HUDDLE LEADERS: ADULTS

PASTORS or CHURCH VOLUNTEERS

They help empower student leaders and engage other students to connect to a local church and youth group.



STUDENT LEADERS

EXAMPLES and INFLUENCERS

They are the primary individuals who invite students to the team Huddle and assist in leading prayers and sharing devotionals.



HUDDLE PARENTS

CONNECTORS and HELPERS

They can support through prayer, hosting gatherings, financial support and creating partnerships.

FCA STAFF

VISION-CASTERS and OVERSEERS

They uphold FCA's mission and vision and have the power to make structural changes to Huddles when necessary.

HUDDLE PRESENCE IS OPTIONAL.

STUDENT LEADER ROLE DESCRIPTION

EXPECTATIONS

Student leaders are required to actively participate in a local church and maintain a positive reputation on and off campus. They should exemplify FCA Values such as Integrity, Serving, Teamwork, and Excellence. Leaders must be open to growth, challenges, and feedback. Additionally, they must maintain good academic standing within the school.

REQUIREMENTS

- 1. Ministry Leader Application**
 - Interview
 - FCA Staff/Advisors
- 2. Online Trainings**
 - E3 Overview
 - Huddle Training
- 3. FCA Event Attendance**
 - Kickoff Regional Huddle
 - Halftime Regional Huddle

TIME COMMITMENT

- 1. Summer Prep**
 - 1-2 Team Meetings
- 2. School Year**
 - 1-3 Hours a Month

SCAN HERE
FOR LINKS
TO GET
STARTED

SACFCA.ORG



MINISTRY REQUIREMENTS

- All Speakers Must Be From Our Trusted FCA Speaker List.
- Promotion of regional or local FCA events
- Report Numbers and Testimonies to local FCA Staff.

TEAM LEADER: STUDENT

MOTIVATOR AND HUMBLE EXAMPLE

QUALIFICATIONS:

Respected student who is an on-fire follower of Christ, passionate about leading people into a growing relationship with Jesus Christ and the church. They must be comfortable being leading, public speaking, and praying. They need to be humble, a self-starter, a good listener, and willing to learn.

RESPONSIBILITIES:

- Coordinates with Student Leaders to communicate with the coach and school faculty to start the Team Huddle.
- Facilitates and leads a vision planning meeting to map out the devotionals for the season.
- Oversees team devotionals (practice or game days)
- Connects local church ministries to the Huddle
- Help secure speakers for game day chapels (If applicable)
- Reports to FCA Staff at least once a month.

STUDENT LEADER(S)

KEY SUPPORTER AND TEAM PLAYER

QUALIFICATIONS:

Fully capable of performing the roles and responsibilities of the President. Needs strong organization skills. Must be willing to humbly but boldly ask hard questions and share their thoughts.

RESPONSIBILITIES:

- Supports the Head Student Leader in the planning and preparing for team devotions.
- Helps lead devotionals and prayers.
- Keeps record of salvation decisions during the season.
- Oversees Follow Up and Next Steps for New Believers

HUDDLE RESOURCES

FCA'S ATHLETES HANDBOOK

FCA offers a Handbook containing a ton of useful resources for the school year. While not mandatory, it would be very beneficial, especially when hosting FCA approved speakers for "Grow" days. See the example provided below, and scan the QR code to access the digital version of the Handbook.



MEETING/EVENT PLANNERS

Sit down with your team on "Game Plan" days to organize meetings, events, and essential details. Planning ahead will enhance your preparation for the day. Here are links to printable planners to use!

MEETING PLANNER

LOGISTICS
Date: _____ Time: _____
Location: _____
Type: _____
*Game Plan, Gather, or Grow

WELCOME
Announcements: _____
Next Meeting: _____
Church Partners Present: _____

WARM UP
Responsible: _____
The Ice Breaker: _____
Game Description: _____
Supplies: _____
Prayer: _____

EXPERIENCE
Responsible: _____
□ Choir/Singer □ Slides
□ Music □ Photos/Video
□ Food/Drinks □ Plates/Etc

WORKOUT
Responsible: _____
Speaker Name/Title: _____
Bio Excerpt: _____
Phone: _____
Email: _____

WRAP UP
Responsible: _____
□ Thank Speaker
□ Next Steps
□ Faith Response Tool
□ Resources □ Flyer

REMINDERS
□ Thank Attendees
□ Announcements
□ Next Event

PLAN _____ **PEOPLE** _____ **DECISIONS** _____ **BIBLES** _____

EVENT PLANNER

LOGISTICS
Event Name: _____
Date: _____ Time: _____
Location: _____
Circle Type: _____
Event MC: _____

WELCOME
Announcements: _____
Next Meeting: _____
Church Partners Present: _____

SUPPLIES
Responsible: _____
□ Reserving Facility(ies)
□ Access to Facility(ies)
□ Sound Equipment
□ Utilities/Lights, Trash Cans
□ Specialty Equipment
□ Prayers

EXPERIENCE
Responsible: _____
□ Event Creator □ Supplies
□ Music □ Photos/Video
□ Food/Drinks □ Plates/Etc

WRAP UP
Responsible: _____
□ Thank Speaker
□ Next Steps
□ Resources
□ Thank Attendees
□ Announcements
□ Next Event

CLEAN UP
Responsible: _____
□ Trash
□ Tables & Chairs Returned
□ Equipment Stored
□ Utilities/Turned Off
□ Facility Secured
□ Other: _____

PLAN _____ **PEOPLE** _____ **DECISIONS** _____ **BIBLES** _____

MEETING NOTES

Name: _____ Date: _____

MONTH AT A GLANCE
WK1: _____ Date: _____ Location: _____
WK2: _____ Date: _____ Location: _____
WK3: _____ Date: _____ Location: _____
WK4: _____ Date: _____ Location: _____
*Gather/Grow/Game Plan/Go School Huddle Date: _____

NOTES AND SUCH

MY ACTION ITEMS

FCAGEAR.COM

FCA offers merchandise and resources to sell or to gift to your Huddle leaders or members. They also provide FCA-specific Bibles and devotionals tailored for coaches and athletes. Your local **FCA staff receive discounts** on all FCA merchandise, so make sure to reach out to them to place your order today!



FCARESOURCES.COM

The FCA Support Center in Kansas City has created exceptional resources for all FCA ministries on one convenient website. Be sure to make use of this incredible resource as you are prepping for any of your upcoming events.

- Daily Devotionals
- Outreach Ideas
- Ice Breakers
- Videos
- Logos & Photos
- Training and more.

RELIGIOUS RIGHTS ARTICLES

If you encounter resistance from school administration regarding your FCA club, consult the articles in the provided link and reach out to your FCA staff for support.

- FCA Public School Handbook
- Prayer & Religious Expression Guide

SCAN HERE
FOR LINKS TO
ALL THESE
RESOURCES



BEST PRACTICES

SPEAKER FOR EVENTS

COMMUNICATION

Whether email or text message, be sure communication is clear with as much details as possible. Here are some the details to include:

- Date of Meeting
- What's the theme or general topic
- Time of Meeting
- Where to check in or meet

HOW OFTEN SHOULD YOU COMMUNICATE?

1. Lock in speaker at least **one month** in advance.
2. Reminder/appreciation message **one week** in advance.
 - So excited to have you next week at our Huddle let me know if you have any additional questions!"
3. **Day Before Event Message**
 - "See you at our school at 11:15am. I will meet you at the front desk! (Insert Picture) Here is the address: 1234 Learning Rd."

INTRODUCTION

When introducing a speaker, offer a thoughtful introduction that goes beyond stating their name and role. Conduct research and prepare to make the speaker feel valued and help them transition smoothly into their message or testimony.

THINGS TO ADD TO AN INTRODUCTION

- Name
- Career or Sport Highlights
- College or Sports Background
- What are they doing now?

HONORARIUM

It's important to show appreciation for speakers at an FCA event without overspending. Here's a simple suggestion.

HANDWRITTEN THANK YOU CARD WITH A GIFT CARD

- \$25-75 Gift Card Ideas
 - Gas
 - Coffee Place
 - Restuarant

LOCAL CHURCH ENGAGEMENT

We are not a church but we are an extension of the church. Therefore here are some ways we can get youth pastors or church volunteers connected and involved on campus.

- **Sharing a Message or Testimony**
 - “Gather” or “Grow” Day
- **Disciple Student Leaders**
 - Huddle Leader: Level 1
- **Weekly Church Announcements Section**
- **Salvation Invitation**
 - “Gather” or “School Huddle” Day
- **Provide Food or Resources**
 - Pizza, Snacks, Refreshments
 - Game Supplies

DONATION TIPS FOR HUDDLES

ADVANCED NOTICE

Regardless of the donation, it's essential to plan at least **A MONTH** in advance. Many businesses are willing to contribute, but anything less than a month may not allow enough time for them to contribute.

FOLLOW UP

After securing donations in advance, remember to follow up at least two more times before the event: **One Week**, and **Day Before**.

THANK YOU

After your event be sure to thank your donors **within a week** with a **hand written note** and a **picture or two of the event**. These simple gestures speak volumes to the managers/owners of the company.

THINK RELATIONSHIP FIRST

The goal should never be donation first; however, we need to think **relationship first**. Be friendly and kind. Get to know their lives and exemplify genuine care for them. We are not here to get what we need and go. We want to display the love of Christ in all things.

MESSAGE PREP

PREPARATION

Sharing the Truth of God's Word is one of the greatest honors. Therefore prayer and preparation is vital before you speak. Here are some steps to help prepare.

STEP 1: PRAY

Take time to ask God what He wants to share with your audience.

STEP 2: READ

Read the entire chapter of your verse or story to understand the context.

STEP 3: STUDY

Try **Discovery Bible Study Template (Scan QR Code)** while you prepare for the message. Also here are some helpful resources for deeper study!



HELPFUL RESOURCES

- **BibleProject.com**
Excellent visual commentary of the Bible and topical studies.
- **BlueLetterBible.com**
Full of commentaries and dictionaries of the original language. Great for word studies.

STEP 4: WRITE

Prayerfully write or outline the message God puts on your heart.

STEP 5: PRACTICE

Practice your message in front of a mirror or with trusted individuals to receive feedback. Aim to keep the message around 15 minutes.

STEP 6: PRAY AGAIN

SIMPLE MESSAGE OUTLINE

HOOK

Begin with a captivating introduction such as a relatable story, illustration, question, or topic of interest to engage the audience.

BOOK

Read the passage/scriptures that God put on your heart to share.

LOOK

Breakdown the passage and highlight no more than 3 message points that God is trying to teach us.

TOOK

Conclude by providing them with practical actions they can take today or this week.

TESTIMONY OUTLINE

BEFORE I KNEW/TRUSTED CHRIST

What was your life like before you knew and trusted Christ? How did you live, think or act?

HOW I CAME TO KNOW/TRUST CHRIST

How did you come to know and trust Him? Was it a life changing situation, a person, or something else? What brought you to make that decision?

SINCE I KNEW/TRUSTED CHRIST

Breakdown the passage and highlight no more than 3 message points that God is trying to teach us.

TIPS FOR TESTIMONIES

- Make it personal. Tell what Christ has done for you. Use the pronouns "I", "me", and "mine".
- Make it short —Three or four minutes should be enough time to deal with the essential facts.
- Keep Christ central —Always highlight what He has done for you.
- Word of God — Share a relatable passage that is meaningful.

LET'S DO THIS!

GLO RY

2 COR 3:18

