

Cutting EDGE Ministries
EQUIP Week Planning Sheet

Date _____ Meeting Team Leader: _____

Are you ready for EQUIP week?

- Music and snacks
- Prayer – opening and closing
- Access to the EDGE Club Vimeo channel (video & audio capabilities)
- Printed off discussion guide for student leaders
- EDGE announcements (begin promoting Encounter week now)
- Other – games, worship, snacks, etc.

Sample program

Pre-program music playing	Jill	5 min before meeting starts
Welcome & Prayer	Bill	2 min
Show SHINE Video	Jenny	15 min
Discussion Guide	Jack	15 min
Pray in groups	Bill	5 min
EDGE announcements	Brenda	2 min
Closing prayer	Melissa	1 min

Plan your EQUIP Week:

Component	Student	Materials Needed
Pre-program music	_____	_____
Welcome & Prayer	_____	_____
Show Li&W Video	_____	_____
Discussion Leader	_____	_____
Pray in groups	_____	_____
Announcements	_____	_____
Closing Prayer	_____	_____

Date _____ Meeting Team Leader: _____

Are you ready for DEPLOY week?

- Music and snacks
- Prayer – opening and closing
- Guide for DEPLOY Action Plan
- EDGE announcements (continue promoting Encounter week)
- Other – games, worship, snacks, etc.

Sample Program

Pre-program music playing	Mike	5 min before meeting
Welcome & Prayer	John	2 min
EDGE announcements	Luke	3 min
DEPLOY Action Plan in Small Groups	Joe	20 min
Prayer Time in Small Groups	Hannah	10 min
Write all of the names shared on a white board		5 min
Closing prayer for Encounter Week	Vickie	5 min

Plan your DEPLOY Week:

Component	Student	Materials Needed
Pre-program music	_____	_____
Welcome & Prayer	_____	_____
Announcements	_____	_____
DEPLOY Action Plan	_____	_____
Group Prayer Time	_____	_____
Closing Prayer	_____	_____

Date _____ Meeting Team Leader: _____

Are you ready for GOSPEL STORIES week?

- Music and snacks
- Prayer – opening and closing
- Student Leaders that will share stories
- Strategy for determining order of student stories
- EDGE announcements (final push for Encounter week – who will you invite?)
- Other - games, worship, snacks, etc.

Sample program

Pre-program music playing	John	5 min before meeting
Welcome & Prayer	Mike	2 min
Student Leader Testimonies	Jim & Co.	10 min
Order of Student Testimonies	Mike	3 min
Student Testimonies	Mike	10 min
EDGE announcements	Lisa	3 min
Prayer	Brenda	2 min

Plan your GOSPEL STORIES Week:

Component	Student	Materials Needed
Pre-program music	_____	_____
Welcome & Prayer	_____	_____
Student Leader Stories	_____	_____
Order of Student Stories	_____	_____
Student Stories	_____	_____
Announcements	_____	_____
Closing Prayer	_____	_____

Date _____ Meeting Team Leader:

Are you ready for ENCOUNTER week?

- Music and snacks
- Prayer – opening and closing
- Response Cards, pens/pencils
- Speaker to present the Gospel in a creative and relevant way (call the week before to confirm)
- EDGE announcements
- Other – games, worship, snacks, etc.

Sample program

Pre-Program music playing	Joe	5 min before start
Snacks	Kristen	5 min before start
Welcome & Prayer	Libby	2 min
Skit/Video/Special Music	Sara & Co.	5 min
Message	Steve Speaker	15 min
Invitation & Prayer	Coach	3 min
Response Cards	Jon	2 min
Drawing & Dismiss	Jon	2 min
Follow-up Planning	Student Leaders	5 min immediately following

Plan your ENCOUNTER Week:

Component	Student	Materials Needed
Pre-program music	_____	_____
Welcome & Prayer	_____	_____
Skit/Video/Special Music	_____	_____
Gospel Message	_____	_____
Invitation	_____	_____
Response Cards	_____	_____
Follow Up Planning	_____	_____