

TEAM

DEVELOP YOUR TEAM

NIGHT

CRAFT YOUR CULTURE



A person is shown from the side, holding a microphone, standing on a stage. The background is dark and out of focus, suggesting a church or event setting. The lighting is dramatic, highlighting the person's silhouette.

YOUR MINISTRY IS BEST WHEN YOUR TEAMS ARE AT THEIR BEST.

The 'Team Night' model is used by many churches and organisations to bring their people together and get on the same page.

Team Night is all about creating space for your church service teams to gather and connect together, be refreshed, and cast vision, or whichever elements of your services you want to celebrate or address.

Team Night is about giving back to the people and teams that give so much each week to build the body of Christ. This might cost you time, money and effort but consider this an investment in your people!

This resource will help you craft the perfect Team Night for your community or context. This Team Night resource is built around three core ideas: **CONNECT**, **GATHER** and **FOCUS**.

We've also included four fully mapped out Team Night run sheets and four 'thought sheets' to give you everything you need to plan your next Team Night! You might want to meet once a term for an hour at the most, or you may want to meet less regularly than this - find a rhythm that works for your teams.

We serve a God who
is limitless in
creativity, so we want
to create an
environment where all
creative people have a
place to connect.

HANNAH HOBBS
WORSHIP PASTOR / HILLSONG CHURCH

1

CONNECT.

Time and space for your teams to be together without an agenda.

CONNECTING PEOPLE

A time to receive rather than give.

Connection time is about bringing your teams of people together to receive rather than give.

Through the application of great hospitality (including well thought out food, drink, ambience and spaces), this time is about teams connecting with each other through conversation and time together with no other agenda.

This is all about social and personal connection outside of service, programmes or rehearsals. Always remember that your teams are made up of people so it's important for them to get to know each other, and for them to feel valued and encouraged.

Be creative - think of fun ways for them to build relationships with each other, as well as ways for them to feel celebrated and valued.

Examples: grazing platters, barista coffee, live music, decor (candles, flowers, ambience), fun surprises and activities (hot doughnuts, sundae bar, Lego table, indoor bowls)

**FELLOWSHIP IS A
PLACE OF GRACE, WHERE
MISTAKES AREN'T
RUBBED IN BUT
RUBBED OUT.**

*Rick Warren
Pastor & Author*

2

GATHER.

Time and space for your teams to realign and get on the same page.

GATHERING TOGETHER

A time to shift our attention.

Gathering together is all about re-emphasising team values, culture and direction. This is the key engagement time of a Team Night.

It's important to set the spiritual tone of this time together so starting with unifying activities like singing together, testimony, corporate prayer, video or listening to a song helps draw people in and prepare them for the rest of the evening.

A key part of the night is vision casting. It's helpful to re-emphasise your church vision, goals and strategies and why you do what you do. It's also important to look ahead to what's happening in the near future (sermon series/themes, important dates and events etc.). This is about being on the same page.

The final element of this time is about highlighting a key focus point worth celebrating or addressing. This could be a practical or cultural teaching topic that relates to all teams involved with your services and keeps us moving in the same direction (eg. language, preparation, personal faith, presentation).

Teams are better when we continually celebrate and sharpen our ministry.

3

FOCUS.

Time and space for your team to apply what they've heard.

FOCUS IN

A time to process and apply.

Focus time is about applying the content from the Gathering time in a way that is meaningful to people, their teams and your church.

This time will look different depending on the practical or cultural teaching topic you highlighted, as well as which teams you have as part of your Team Night.

The main purpose is to consider how these teaching points apply to each ministry area represented at your Team Night. It's about taking the ideas and putting them into practice.

It's helpful for your people to consider each topic with the following three lenses: as an individual, as a team, as a church.

This time could be done in ministry teams, random groupings as individuals, or as a collective. After this time, come together again for prayer.

Examples: group mind-mapping, individual reflection exercises or time, group walk-throughs, discussion.

Concentrate all your thoughts upon the work at hand. The sun's rays do not burn until brought to a focus.

ALEXANDER GRAHAM BELL
INVENTOR

SERVICE RUN SHEETS

Preset run sheets to help you get started

These service run sheets are designed to get your Team Night up and running with some preset service structures. You can use as much or as little of this content as you'd like. However, it's a good idea to keep your Team Night structured around the three concepts of connect, gather and focus.

Each run sheet is paired to a 'thought sheet', which you can use to guide your gathering times, as well as some ideas for how to apply these thoughts in your focus time.

These service run sheets are a great place to start if you're looking for an all in one package to hit the ground running. You can also mix and match different run sheet elements and different thought sheets to create your own customised Team Night.

RUNSHEET ONE:

LANGUAGE FOCUS

CONNECT:

- Have food and coffee available when guests arrive.
- Lay out grazing platters (cheese, dips, crackers, nuts, fruit, chocolate) and have someone making coffee, or nice plunger coffee and teas available.
- Have background music going and tables for people to sit and chat at.

GATHER:

- Move into your gather time with sung worship together – one or two simple, well-known songs.
- Have a Senior Leader or Corps Officer/Leader thank your teams for what they do and remind them they are valued. Cast the vision for this term: remind your teams what your overall vision/goals are, and then what's coming up this term (sermon/series plan, key events).
- Have someone share on the importance of language.
 - *See 'language' thought sheet.*

FOCUS:

- Split into your different ministry teams (tech, music, welcome team, hosts, preachers, coordinators etc.). Spend time exploring the importance of language in your team's ministry.
- You could frame this time with these three questions:
 - What do we already do well in terms of language?
 - How could we improve in terms of language?
 - What is one practical thing we could implement?
- Join together for prayer.

RUNSHEET TWO:

HOSPITALITY FOCUS

CONNECT:

- Have food and coffee available when guests arrive.
- Surprise your team tonight with something special - maybe a sundae bar or a range of dessert options, instead of the usual platters.
- Have background music going and tables for people to sit and chat at.

GATHER:

- Move into your gather time with an engaging video - this could be a sermon clip, something from RightNow Media, a music video etc.
- Have a Senior Leader or Corps Officer/Leader thank your teams for what they do and remind them they are valued. Cast the vision for this term: remind your teams what your overall vision/goals are, and then what's coming up this term (sermon/series plan, key events).
- Have someone share on the importance of hospitality.
 - *See 'hospitality' thought sheet.*

FOCUS:

- Complete a walk-through exercise - leave the building, and then re-enter with 'visitor' eyes. Look for how welcoming your building is. Consider the following:
 - *Physical appearance:* How does your building look? Is there anything needing tidying/fixing/moving?
 - *Signage and facilities:* How easy is it for new people to find things? Is it obvious where to go / what to do?
 - *Runsheet:* Look at your last week's service - was this welcoming to visitors (language, song choice, visuals)?
- Join together for prayer.

RUNSHEET THREE:

PREPARATION FOCUS

CONNECT:

- Have food and coffee available when guests arrive.
- Lay out grazing platters (cheese, dips, crackers, nuts, fruit, chocolate) and have someone making coffee, or nice plunger coffee and teas available.
- Have background music going and tables for people to sit and chat at.

GATHER:

- Move into your gather time by listening to a song - this could be performed live or from a CD/stream.
- Have a Senior Leader or Corps Officer/Leader thank your teams for what they do and remind them they are valued. Cast the vision for this term: remind your teams what your overall vision/goals are, and then what's coming up this term (sermon/series plan, key events).
- Have someone share on the importance of preparation.
 - *See 'preparation' thought sheet*

FOCUS:

- Spend time in personal reflecting on preparation.
- You could use the following as prompts on a screen or spoken/printed.
 - How much time do I spend preparing for serving? How do I prioritise preparation in my weekly schedule?
 - Is there anything I need to improve?
 - Am I investing in my skills, gifts and serving areas? Am I investing in my own spiritual walk?
- Join together for prayer.

RUNSHEET FOUR:

EXCELLENCE FOCUS

CONNECT:

- Have food and coffee available when guests arrive.
- Surprise your team with sweet treats tonight - lay out platters of slices or cakes, fruit and chocolate.
- Have background music going and tables for people to sit and chat at.

GATHER:

- Move into your gather time with a testimony from someone that serves on a service team.
- Have a Senior Leader or Corps Officer/Leader thank your teams for what they do and remind them they are valued. Cast the vision for this term: remind your teams what your overall vision/goals are, and then what's coming up this term (sermon/series plan, key events).
- Have someone share on the importance of excellence.
 - *See 'excellence' thought sheet.*

FOCUS:

- Split into random groupings and spend time discussing the importance of excellence in ministry and service.
- You could frame this time with these three questions:
 - What do we already do well in terms of excellence?
 - How could we improve in terms of excellence?
 - What is one practical thing we could implement?
- You could have each group share with the wider group at the end, if time.
- Join together for prayer.

THOUGHT SHEETS

Ideas for you to consider

These thought sheets are designed as starting points to help guide your gathering times. We've included four topics which we feel are important to consider, however, depending on your situation or context you may want to highlight other areas of celebration or development.

It's important that the ideas talked about in these thought sheets, or the ideas you choose to talk about transfer into your focus time with some type of application.

See the associated service run sheet for ideas on how to apply these thought sheets to your focus time.

THOUGHT SHEET

LANGUAGE FOCUS

LANGUAGE IN OUR SERVICES IS AN IMPORTANT, YET OFTEN OVERLOOKED ELEMENT.

The way we speak, the terms we use, the word choices and phrases we speak greatly influence the culture, perception and effectiveness of our ministry. These can not only influence our congregations, but more importantly they create impressions to those who are visitors or don't have a church background.

While it may be easy to consider language something for only those speaking into microphones to think about, all of us communicate in our services. From the welcome team, to the person running visuals, from worship leaders to the musicians to the preacher. The language we use publically in these spaces, as well as internally in our own teams, either welcomes, brings life, builds up and unites, or does the opposite.

Let's ensure our language always brings life, welcomes people, breaks down barriers and points to Jesus.

SCRIPTURE: COLOSSIANS 4:5-6

HERE ARE SOME IMPORTANT LANGUAGE CONSIDERATIONS:

- **Making assumptions** can make new people or less informed people feel disconnected or like they don't belong. We want to avoid phrases like "*We all know the story of Noah...*", "*Talk to Margaret for more information...*", "*We all remember our Christmas event...*".
- **Common phrasing** or repeated language creates consistency, emphasises your core values and helps build your church culture. Examples could include hosts referring to the offering as "**receiving our tithes and offerings**" instead of "**take up your tithes and offerings**". Or, if biculturalism is a core value, include Te Reo language or greetings in your services and signage.
- **In house jargon** or using "Christianese" can also create a barrier for new people. The Salvation Army is particularly susceptible to this due to the large number of acronyms and specialised terms. We want to avoid phrases like "*Captain Crunch is here from DHQ...*", "*Your cartridge receipts are now available...*".
- It's important that information is given the **proper context**. This can be especially helpful for events, campaigns, programmes or language that churched people understand but that visitors might not. Examples: "*Self Denial starts next week...*", "*Home League is on this week...*", "*Come forward for prayer at the mercy seat...*". Using the correct titles for things isn't inherently bad, but context is essential for proper understanding.
- Consider how the **visual language** of your building also communicates important messages. Think signs, branding and screens. Example: have a welcome slide showing.

THOUGHT SHEET

HOSPITALITY FOCUS

HOSPITALITY IS MORE THAN FOOD: IT'S ABOUT HOW YOU MAKE PEOPLE FEEL WELCOME.

One of the Salvation Army's values is offering a place to belong - how do we create spaces and gatherings where people feel welcomed, included and like they have a place to belong?

Sometimes 'hospitality' is left to the welcome / greeting team or morning tea team to 'do' but each individual, in every ministry team is vital to how your church does hospitality. There are so many innovative and creative ways that we can make people feel welcome, which sometimes we let slip because we don't see our spaces and places with 'visitor eyes'.

Leaving hospitality to the hospitality team robs all teams of opportunities to create meaningful connections with visitors. How do you, in your role, make people feel welcome? How does your team emphasise that all people are welcome here and have a place to belong?

SCRIPTURE: ROMANS 12:13-20

HERE ARE SOME IMPORTANT HOSPITALITY CONSIDERATIONS:

- **Building / presentation:** How our buildings and facilities look and feel is so important. Signage and flow are key to this, while maintenance, upkeep and cleanliness are also vital. The presentation of your stage, ministry areas and visuals also emphasise 'we were expecting you' and help people feel welcome.
- **Greetings:** How we greet people is key to helping all people feel welcomed into a gathering - whether new or familiar. Names are so important to making people feel welcomed - including your own name on a badge or introduction, as well as remembering new people. Welcome teams are vital to this - showing people to seats, introducing to other people and ensuring they understand where facilities are, how long a service might be etc. is also key, as well as how hosts / worship leaders greet from the stage.
- **Service elements:** What we do during a service can also welcome or exclude - consider everything you put into and include in a service - is this inclusive of new people, friends and regulars? Think about how your song choices might make people feel, how hosts welcome, how videos are introduced and how other creative elements sit.
- **Atmosphere:** Just like a home, how a church feels is really important. Create an atmosphere that allows people to feel comfortable; think about how visuals, audio and live elements work together, as well as chair layout and lighting.
- **Post-gathering:** How we transition from structured time together into morning tea or people leaving is also important in showing hospitality - food, drink and conversation are key! How can you create space for this?

THOUGHT SHEET

EXCELLENCE FOCUS

Excellence needs to be an **intrinsic value** that is reflected in everything our teams do. Excellence isn't about striving to be the next Hillsong or being something you're not - it's about **using what's in your hand** to the **best of your ability**.

EXCELLENCE ATTRACTS: MEDIOCRITY REPELS.

Mediocrity is not the same as authenticity. It's easy to explain away easy mistakes as 'authentic' to make ourselves feel better, but when you have one shot at an impression to others, mediocrity will do a great job at repelling visitors. Excellence in our craft is the best form of authenticity - it reflects a passion that people will inevitably be drawn to.

EXCELLENCE RECOGNISES THAT THE CHURCH MUST NOT GET LEFT BEHIND.

The world around the Church will continue to move and progress. Technology, communication and ideas will continue to shift and evolve. As a church, let's utilise ways that allow us to creatively and relevantly share the gospel with our community.

EXCELLENCE SETS STANDARDS AND RAISES THE STAKES.

Excellence helps us to signpost where we've been and where we're going. By operating at the top of our game we continually press forward towards the edge of our boundaries to see what's ahead. As a church, let's not be content with where we're at and what we've done, but continually look forward to where we're going.

EXCELLENCE REFLECTS OUR PASSION FOR WHAT WE BELIEVE IN.

We want our church to be the best church it can be. We want to regularly meet with Jesus and we want others to meet Jesus. As disciples, we want to be continually offering our best as a reflection of a God who gave His best for us.

SCRIPTURE: COLOSSIANS 3:23

THOUGHT SHEET

PREPARATION FOCUS

Like running a marathon, baking a cake or hosting a party, our church gatherings need the right **preparation** that allow the 'main event' to run smoothly. You can't finish a marathon, bite into a delicious cake or enjoy a party without preparing beforehand - it takes **time, effort, practice, setup, thought and intention.**

WE'RE NOT "WINGING IT"

Preparing for our services means dropping the attitude of 'just showing up and winging it' and placing importance in what we're about to do - help create an atmosphere for people to gather, connect and meet with Jesus. Being as prepared as we can for this means we can be free to be in the moment, responding as we need to instead of focussing on the details that could have been thought of earlier.

PRACTICAL PREPARATION

Preparation includes both the practical and spiritual. It means rehearsing in your own time (as well as collectively), it means being on-time, checking and committing to a roster, learning lyrics and music, checking media, setting up, preparing the food, heating up the room and looking over the meeting lead/runsheet.

SPIRITUAL PREPARATION

Practical preparation is important, but spiritually preparing before a service is the most important preparation we can do. How we are spiritually is intricately linked to our ministry - we need to be serving out of the overflow in our own lives. Prayer, scripture, personal worship and rest all help prepare us to lead and welcome others into this space.

When we consider that we are being trusted with such a significant role of unifying and edifying the body of the Christ, we will want to do everything we can to be prepared for these opportunities.

SCRIPTURE: MARK 1:35

YOU'RE ON YOUR WAY TOWARDS A GREAT TEAM NIGHT...

...but there is so much more scope for your Team Night expression than what we've provided in this resource. Your creativity and your knowledge of your people, places and spaces are vital to a Team Night that nurtures and sustains your teams and ministries well into the future.

We hope this resource has been helpful and has spurred your interest in the Team Night model and how it could best benefit your people and teams!

This resource was produced in partnership between the Creative Ministries and Mission Resources Departments. If you have questions, queries or feedback, we're here to help.

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