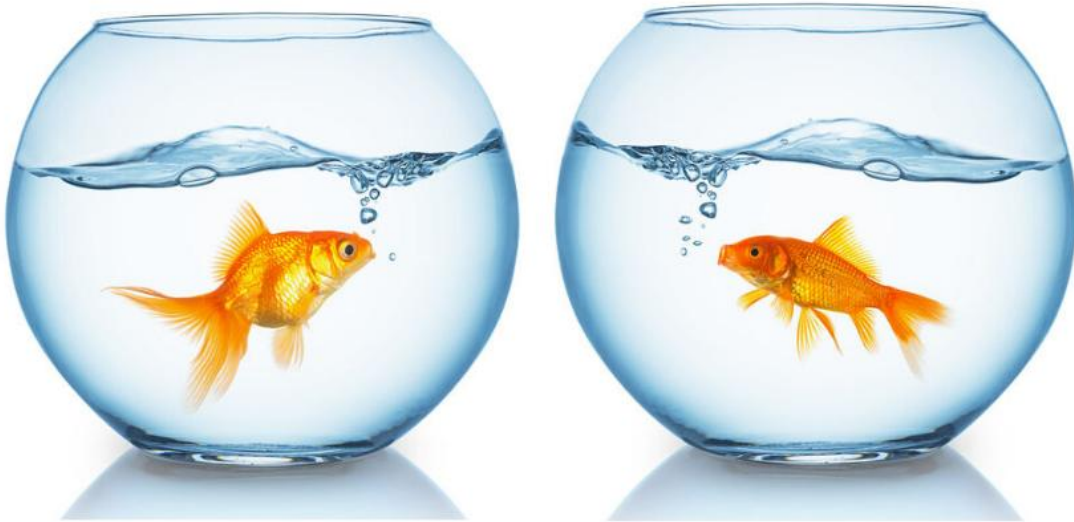


Virtual Small Groups

# TOGETHER!

Connect - Support - Share Life - Pray



[www.quad-parish.org/2020/05/together](http://www.quad-parish.org/2020/05/together)

# Leader Guide

# Leading a Virtual Small Group 101

1. **Get there early** — As the leader of the group, sign into the meeting 5-10 minutes before the designated time. This allows you to welcome people as they arrive and act as a host. Smile and look them in the eye (the camera lens). It makes a difference!
2. **Begin and end with prayer** — This is a great way to center the group and transition from waiting for people to join to actually starting the meeting. Don't forget to speak loudly enough to be heard.
3. **End on time** — Respect their time. Make sure you end the small group on time each week so those who need to sign off can do so. Others who are able to can choose to stay and hang out afterward (you may even want to encourage it).
4. **Agree on norms** — Knowing what to expect is always reassuring to people, and it helps create a positive environment. When you have a set of norms, it helps everyone have accurate expectations and helps provide accountability that the entire group can own together. Here are some examples of common norms:
  - Confidentiality** — What is shared in the group stays in the group.
  - Camera** — Everyone using their camera should keep it on their face during the meeting and are aware of their surroundings.
  - Mute/Unmute** — Everyone will mute their microphones when they are not talking. You will be surprised how loud moving a paper or adjusting your chair can be when your microphone is on. Closed Captioning is available on the bottom of the screen.
  - Contribute & Encourage**— Everyone will participate in the conversation and encourage the participation of others.
  - Connect** — In between meetings, take the initiative to check in on one another. Don't let the small group be the only point of contact.
5. **Encourage Participation** — After week one, invite others to participate in leading the opening prayer or reading the reflection.
6. **Give and receive grace** — Participating in a virtual small group will be a new skill for many people. It will be awkward at times. It helps to acknowledge that it may take some getting used to and that you're all in this and learning together! People will talk over each other accidentally. There will be technology hiccups. What a great opportunity to experience the grace of the gospel as a community. You will get better at it as you grow!

[www.cru.org](http://www.cru.org)

Additional Resources: <https://focusoncampus.org/content/how-to-lead-a-bible-study>

# TOGETHER - Week 1 Guide

**Opening Prayer:** Share a short prayer, reflection or spontaneous prayer.

**Introductions:** Take one minute to grab something special in your home to share with us...(an heirloom, something you enjoy for self-care, your favorite snack!) Share your name and tell us about your special item.

## **Check In: I'm "Fine"... How are you?**

### A. Review How-to's Using Google Meet Platform

**Confidentiality** — What is shared in the group stays in the group.

**Camera** — Everyone using their camera should keep it on their face during the meeting and are aware of their surroundings.

**Mute/Unmute** — Everyone will mute their microphones when they are not talking. You will be surprised how loud moving a paper or adjusting your chair can be when your microphone is on.

**Contribute & Encourage**— Everyone will participate in the conversation and encourage the participation of others.

**Connect** — In between meetings, take the initiative to check in on one another. Don't let the small group be the only point of contact.

### B. Introduce PMS Discussion

How are you feeling PHYSICALLY, MENTALLY, SPIRITUALLY?

Try using Popcorn for Turns - When you're taking turns sharing, ask people to call on the next person so you don't constantly have to mute/unmute yourself. Just rely on the group to help call on the next person.

### C. Follow Up ?

What's working well for you in your home during Covid-19? Where do you need support?

**Inspiration from the Saints:** Share the reflection materials from the great Saint of our faith by using the following "lectio" inspired process to reflect as a group.

**First,** read the information on the first page to introduce the Saint's story. Together, read and reflect on the quotes provided. Invite everyone to listen for a word or phrase from this Saint that may inspire them at this time.

**Second,** share these words and phrases with one another.

**Third,** reflect and share how Jesus might be speaking to you through this reflection

\*Reflection Materials will be available on the Quad-Parish website each week if participants would like to view or print the materials before or after your small group.

**Intercessory Prayer:** Invite everyone to share prayer together. Open the floor for everyone to take turns sharing (no need to popcorn! Just unmute and share!) and give it a good 30-50 seconds before you wrap everything up. The delays with muting/unmuting can take a little more time than in-person prayers. Close with the Weekly Saint Prayer provided or another prayer of your choice.

# TOGETHER - Week 2 Guide

**Opening Prayer:** Share a short prayer, reflection or spontaneous prayer.

**Introductions:** Take one minute to grab a special photograph. Share your name and tell us the story behind the picture.

## **Check In: All About Balance**

A. Review How-to's Using Google Meet Platform

**Confidentiality**

**Camera**

**Mute/Unmute**

**Contribute & Encourage**

**Connect**

B. Introduce PMS Discussion

How are you feeling PHYSICALLY, MENTALLY, SPIRITUALLY?

C. Follow Up ?

What are some "best practices" you have found to stay physically or spiritually fit while we have been "staying at home?" How are you prioritizing faith/self, relationships, family or work?

If you could make a goal in one of these areas this week, what could it be?

**Inspiration from the Saints:** Share the reflection materials from the great Saint of our faith by using the following "lectio" inspired process to reflect as a group.

**First**, read the information on the first page to introduce the Saint's story. Together, read and reflect on the quotes provided. Invite everyone to listen for a word or phrase from this Saint that may inspire them at this time.

**Second**, share these words and phrases with one another.

**Third**, reflect and share how Jesus might be speaking to you through this reflection

**Intercessory Prayer:** Invite everyone to share prayer together. Open the floor for everyone to take turns sharing (no need to popcorn! Just unmute and share!) and give it a good 30-50 seconds before you wrap everything up. The delays with muting/unmuting can take a little more time than in-person prayers. Close with the Weekly Saint Prayer provided or another prayer of your choice.

# TOGETHER - Week 3 Guide

**Opening Prayer:** Share a short prayer, reflection or spontaneous prayer.

**Introductions:** Share your name and one highlight from the week.

## **Check In: Giving Yourself Grace**

A. Review How-to's Using Google Meet Platform

### **Confidentiality**

**Camera**

**Mute/Unmute**

**Contribute & Encourage**

**Connect**

B. Introduce PMS Discussion

How are you feeling PHYSICALLY, MENTALLY, SPIRITUALLY?

C. Follow Up ?

How are you giving yourself grace? How are you giving your family or children grace? Self care is important. What are some "best practices" you find have been helpful in taking care of yourself?

If you could make a goal in one of these areas this week, what could it be?

**Inspiration from the Saints:** Share the reflection materials from the great Saint of our faith by using the following "lectio" inspired process to reflect as a group.

**First**, read the information on the first page to introduce the Saint's story. Together, read and reflect on the quotes provided. Invite everyone to listen for a word or phrase from this Saint that may inspire them at this time.

**Second**, share these words and phrases with one another.

**Third**, reflect and share how Jesus might be speaking to you through this reflection

**Intercessory Prayer:** Invite everyone to share prayer together. Open the floor for everyone to take turns sharing (no need to popcorn! Just unmute and share!) and give it a good 30-50 seconds before you wrap everything up. The delays with muting/unmuting can take a little more time than in-person prayers. Close with the Weekly Saint Prayer provided or another prayer of your choice.

# TOGETHER - Week 4 Guide

**Opening Prayer:** Share a short prayer, reflection or spontaneous prayer.

**Introductions:** Take one minute to grab a special photograph. Share your name and tell us the story behind the picture.

## **Check In: Helping Others in Need**

A. Review How-to's Using Google Meet Platform

**Confidentiality**

**Camera**

**Mute/Unmute**

**Contribute & Encourage**

**Connect**

B. Introduce PMS Discussion

How are you feeling PHYSICALLY, MENTALLY, SPIRITUALLY?

C. Follow Up ?

How can you overcome anxiety or negativity to pave a way for progress over perfection? Is there a simple way that you can reach out and help another in need?

If you could make a goal in one of these areas this week, what could it be?

**Inspiration from the Saints:** Share the reflection materials from the great Saint of our faith by using the following "lectio" inspired process to reflect as a group.

**First**, read the information on the first page to introduce the Saint's story. Together, read and reflect on the quotes provided. Invite everyone to listen for a word or phrase from this Saint that may inspire them at this time.

**Second**, share these words and phrases with one another.

**Third**, reflect and share how Jesus might be speaking to you through this reflection

**Intercessory Prayer:** Invite everyone to share prayer together. Open the floor for everyone to take turns sharing (no need to popcorn! Just unmute and share!) and give it a good 30-50 seconds before you wrap everything up. The delays with muting/unmuting can take a little more time than in-person prayers. Close with the Weekly Saint Prayer provided or another prayer of your choice.