

Lessons Learned for the Presenting Team

Team selection:

- Considerations: ages, schools, maturity, availability, etc.
- 1 assistant position will be recommended by Deacon Aaron/Spiritual Core Council
- More specifics included in *Building the Presenting Team* document

Team meetings:

- Meet w/ASD **2 weeks prior to team selection** to formulate meeting schedule / locations, etc. - Team selection is about 2 months prior to the start of the meetings - *see Guidelines for Leaders document for other key dates*
- **Required Certificates and Forms**
 - Document provided that lists specifically what's required; include this document in your team welcome letter; link to training and copies of form available on the website
 - Need to have completed by 1st meeting – will need to provide printed certificate of completion; cannot complete certificates at the TEC Center or on a cell phone
 - Parent signatures needed on forms if under 18 or 18 and in high school
- **Roster** –
 - Build the roster asap – important for Wheat Team to do their wheat (who's doing what talk, helps with Prayer Partner assignments, etc.)
 - Send roster to the people listed in the *Building the Presenting Team* document
- Group texts / Facebook / Twitter / Email – keep it non-personal; don't leave anyone out; never a true confidentiality – keep that in mind; pick one way to **communicate** (text, FB) so **all** team members can receive.
- Use **TEC journals** during team prep to help prepare “starter” questions; assistants collect at end of each meeting - don't let them go home!
- **Encourage** use of PowerPoint, pictures, etc. to bring the speaker's reflection to life (but don't let it overshadow the reflection). Might also have a YouTube video/song. Let Minstrel/leadership know so these can be loaded – in reflection order - onto **ONE computer** for minimal interruption during the weekend.
- **Letters** are encouraged for each team member during team prep– especially important when a speaker previews; weekly letters prepared **before the meeting** for prayer partners (wheat and presenting).
- **Minstrel** (teen and adult assistant):
 - will create a Spotify playlist of all team songs and theme song; TEC has a Spotify account
 - meet/schedule training w/James Matson re: sound system
- **Reconciliation** – typically the 2nd or 3rd meeting – Deacon Aaron arranges the priests - Wheat Team also participates; team should:
 - take advantage of this opportunity
 - **not** wait until the weekend/candidates participate first

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- **Spiritual**
 - Reflection critiquing – Paschal Mystery and Wheat should be mentioned in every reflection if possible - except Growth & Ideals and Faith Journey
 - Encourage wheat offerings/actions
 - Partner w/Wheat Team for community “Project/outreach” (i.e. Winnie’s House, Crisis Outreach, Women’s Choice)
 - Reminder – Confidentiality! Also - if you’re sharing someone else’s story – before sharing, **make sure to get permission** from that person before sharing their name.... “I have this person’s permission...”
 - Team meetings – don’t squeeze out the prayer services/spirituality
 - Send around a candidate list each week and pray for them

The weekend:

- Age of candidate – 16 years and older; if younger, need to contact Deacon Aaron
- Friday night letter for your Wheat Team prayer partner
- Detailed weekend schedules should be printed by each assistant and reviewed/highlighted/noted for their role on the weekend – schedule available on website
- Leadership table – lead by example – when there is a speaker be respectful – keep talking to a minimum
- Assistants get all (or designated) **Wheat Team leaders’** cell phone numbers –great way to communicate re: pray ups/downs, other scheduling
- The leader will:
 - for pray ups – be in the chapel - assistants will introduce the speaker
 - sit at the table where the speaker is absent during his/her reflection
 - for pray downs – stay with the speaker’s table
- Keep the lines of communication open (Wheat Team leaders, ASD, shadow ASD, assistants)
- **ENJOY** watching the Holy Spirit at work!
- **Don’t forget** the Holy Spirit – and you – still have follow up after the weekend - *See After the TEC Weekend* document for more details