

OLT

Outreach Leadership Team Handbook

Second Edition



a toolkit for work in
the harvest



Share Him



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OUTREACH LEADERSHIP TEAM HANDBOOK

A TOOLKIT FOR WORK IN THE HARVEST

Think of this handbook as a tool. Like any tool, it has a specific purpose. This tool is created to help you organize, and successfully run a vibrant Outreach Leadership Team. This Handbook will be organized in chronological order; that is, we will try to answer the questions that might come up first, followed by giving you information that you will probably need later—after you have been running the OLT (Outreach Leadership Team) for a month or two, or more.

In general, think of the life of your team as an ongoing cycle—an evangelistic process that is simply divided into three important facets: sowing, reaping, and discipleship, or as we will refer to them in this handbook: preparation, proclamation, and preservation. All of these together comprise evangelism. All of these deliberately lived out in your life and in community with your OLT comprise what we call “Evangeliving.”

This handbook is divided into six sections:

1. Getting Started
2. The OLT and Evangeliving: Preparation
3. The OLT and Evangeliving: Proclamation
4. The OLT and Evangeliving: Preservation
5. FAQs
6. Resources

1. Getting Started:

A. Purpose of the Outreach Leadership Team: Why should we form an OLT? What is the point? In short, it exists to provide community to a group of likeminded individuals who are committed to support each other in a lifestyle of evangelism. The key points are these:

1. **Community:** Evangelism takes place best in community. Evangelism is not a solo endeavor but rather realized best with the support, encouragement, and accountability of a group or community.
2. **Commitment:** The OLT is not just another small group; it is a group with a purpose and clear mission. It is focused singularly on its mission which is the Great Commission and the proclamation of the Three Angels Message. They exist to help every member individually and corporately fulfill this commission in their area of the world. After all, a Christian is, by definition, a follower of Christ, and as such seeks to introduce others to their Master.
3. **Life-style focused:** The OLT does not exist to prepare to simply do an evangelistic series, as if a campaign or crusade is in and of itself “evangelism.” Rather, it exists because this team understands that they need to create a culture of evangelism in its church’s life. Evangelism is best described as “Evangeliving.” Evangeliving is the realization that evangelism is a total lifestyle and culture that directs the Christian to constantly be about “our Father’s business,” which is the salvation of souls for His Kingdom!
4. **Responsibility for Initiative:** The responsibility for the success of this focus on a lifestyle of evangelism does not lie with the Pastor or with the Conference. The responsibility lies with each member of the Outreach Leadership Team. As such, please be careful of naysayers who may feel called to determine what will and will not work but who have never tried anything themselves. Therefore, your call is to pray for God’s guidance and direction and then setting out, by faith, to do what He directs you to do!

B. Biblical Foundation:

1. **“Go therefore and make disciples of all the nations**, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all things that I have commanded you; and lo, I am with you always, even to the end of the age. Amen.” Matthew 28:19-20.
2. **“For whoever calls upon the name of the Lord shall be saved.** How then shall they call on Him in whom they have not believed? And how shall they believe in Him of whom they have not heard? And how shall they hear without a preacher? And how shall they preach unless they are sent? As it is written: ‘How beautiful are the feet of those who preach the gospel of peace, who bring glad tidings of good things!’” Romans 10:13-15
3. **“And He called the twelve to Him**, and began to send them out two by two, and gave them power over unclean spirits.” Mark 6:29
4. **“And Barnabas and Saul returned from Jerusalem** when they have fulfilled their ministry, and they also took with them John, whose surname was Mark.” Acts 12:25.

C. Spirit of Prophecy Foundation:

1. **Let there be in every church**, well organized companies of workers to labor in the vicinity of that church. R&H Sept. 29, 1891
2. **The formation of small companies** as a basis of Christian effort has been presented to me by One who cannot err. If there is a large number in the church, let the members be formed into small companies, to work not only for the church members, but for unbelievers. If in one place there are only two or three who know the truth, let them form themselves into a band of workers. Let them keep their bond of union unbroken, pressing together in love and unity, encouraging one another to advance, each gaining courage and strength from the assistance of the other... Let them labor in Christlike love for those outside the fold, forgetting self in their endeavor to help others. 7T pp. 21-22.
3. **In every city there should be a corps** of organized, well disciplined workers; not merely one or two, but scores should be set to work. GC Bulletin, 1893.
4. **In our churches let companies be formed for service.** Let different ones unite in labor as fishers of men. Let them seek to gather souls from the corruption of the world into the saving purity of Christ's love. 7T p. 21.
5. **The large cities are to be warned**, but, my brother, not all the methods that you follow in this work are right. You think that you are at liberty to spend all the money that you please to gain the attention of the people. But remember that in the Lord's vineyard there are many, many places to be worked, and that every dollar is needed. God is not pleased by your large outlay of means to advertise your meetings, and by the display made in other features of your work. Ev. 126.3
6. **All who are partakers of this great salvation** wrought out by Jesus Christ are under obligation to work as laborers together with God. In the heavenly courts the roll is called, on which every name is registered, and the heavenly agencies respond to the call. The service given by every human being upon earth is there recorded. If any are negligent, it is recorded; if diligent, the same is reported; if idlers, the fact stands against their names. In all the great mass of humanity, not one is lost sight of. Then let every one be ready to answer the call, saying, 'Here, Lord, ready for action!' 7BC 987.3 & RH 8/16/98.18

D. Fundamental Principles Governing “Evangelizing:”

1. **Marathon not a Sprint:** This is not a sprint event, but rather a marathon. So, perseverance is vitally important. Lots of things will compete to occupy your time and attentions and distract each of you from your goal

to reach your community with the truth as it is in Jesus. Evangeliving is counter the “me” culture of our day. Evangeliving is all about honoring Christ and reaching out to the “others” in our life. To make your marathon easier, it is essential that you regularly meet together as a team.

2. **It's all about People:** Like the gospel itself, “Evangeliving” and the plan of salvation, is all about relationships. “God so loved that He gave...” God invites us to share in His love by our witness to others. The question we must ask ourselves is, “Do I love my neighbor, my friend, my colleague, enough to make their salvation more important than my schedule, my job and my personal interests?”

“Evangeliving” is not about programs, activities or events. It is about growing relationships, building trust and reflecting God's love for those who have not yet accepted Jesus as Savior and Lord. That's why maintaining our interest/prayer list is so important. (See section on Preparation for more information). That's why we pray for every person on the list, out loud, every day. That's why we ask God to think of things we can do with the individuals on our interest/prayer list to deepen our friendship and trust with each other. Then we plan events, not only for the value of the activity itself, but because our new friends can meet others just like us.

So, if you find yourselves spending your time on programs and events that do not connect you with actual people in meaningful ways, stop! Focus on people. That is why the interest list you develop and constantly update is of such vital importance.

3. **It's all about the Team:** This culture of evangelism you are seeking to cultivate in your life will happen much easier if you work as a team—an Outreach Leadership Team. The people that make up your team are your partners in this journey of faith. Treasure them and encourage them. Therefore, meet at least twice a month. Do this faithfully. Let's be more specific:
 - i. **When to Meet:** Normally, schedule team meetings on Sabbath after church and a simple, shared lunch. Team members generally consider evening meetings more intrusive.
 - ii. **Frequency:** We suggest you meet no less than once a month. However, once every two or three weeks would be better. Keep in mind that meeting-frequency will increase as pre-campaign activities and reaping events approach.

Having said this, it does not mean that, as a team, you must all be involved in the same activities all the time. It could be that during the work of sowing, some team members will lead out in a health initiative, with others working on bridging events and yet others will focus their attention on community service. However, by meeting together and encouraging each other regularly, the work of the church and of Evangeliving will move forward.

4. **Keep your eye on the ball:** Keep your focus. Your focus is outreach. As a team and community, you exist to support each other in this objective. Together with the power of the Holy Spirit, you are stronger together than when divided.
5. **Big Picture:** Bringing someone to a faith relationship with Christ rarely happens in an instant. You will seldom encounter people who have had a “Damascus Road” experience—going from unbelief and rebellion against God to belief and submission to Him. The usual way the Lord works is through a series of small, incremental steps. As an OLT, keep that in mind. Helping people move along this continuum of spiritual awareness and openness is part of “Evangeliving.” Keep praying and developing relationships and God will provide a harvest, as well as neighbors for you and me in heaven!

E. Forming an Outreach Leadership Team:

1. Process of Recruiting Members:

- i. **The Call:** The ideal process for forming a team is for the pastor to preach a sermon on how important lay evangelism is in the accomplishment of the mission of the church. He should then make a call from the pulpit for those willing to join an active outreach team to come forward. Once the group comes forward, the church is asked to enable them by voting them as the Outreach Team of the church. (A sample sermon can be viewed on our website, www.sharehim.org under the section called "Information and Training Videos.")
- ii. **The Informal Process:** If a formal call cannot be made, then a group of interested individuals could recruit likeminded members and form an OLT. An invitation should always be given for the pastor to be a member of the team. The pastor's involvement as a mentor and coach in the process of Evangeliving will be invaluable.
- iii. **The Board Process:** Though, in our opinion, the least desirable way to recruit an OLT is through using the church board, the church board could be used to nominate and approve a list of interested individuals. The problem with this method is that many who have an interest in evangelism and who are unknown to the board would be excluded from participating in the team.
- iv. **Ongoing Recruitment:** The OLT is not a closed group or team. The ideal in every church would be to have every member of the church actively involved in a team and experiencing the faith-building life of Evangeliving. As such, OLT members should actively invite others to join their team, and the church should provide a venue or time for testimonies to be shared and reports to be given, so as to attract and encourage new members to join an active OLT. With proper consideration of particular circumstances, even non-members who show an interest can be invited to join the OLT. This will provide a wide array of new interest for which to start working and praying. It will also provide excellent mentorship for the developing, but not yet member, in the joy of sharing ones faith.

2. Size: The size of the OLT should ideally not exceed 15 individuals. The reality is that the bigger the team, the less "ownership" and "community" will be experienced by individual members. If a group gets bigger than 15 individuals, we would recommend that the team be divided into two OLTs.

3. Leadership: The OLT should be lay led. Its structure should be democratic and participatory. We would recommend two positions for which the team can select candidates to serve for one six-month evangelism cycle, or, if desired, for one year.

i. **Facilitator:** This person will serve as chairperson of the team. By no means is this person expected to do all the work of the team. This person should serve as a facilitator and not a dictator. This person's role is to call meetings and chair them so as to maximize input from all members and help the group take tangible steps to live a life of Evangeliving. The facilitator will also need to take steps to communicate the plans of the group with the church in consultation with the pastor.

ii. **Secretary:** The work of the secretary should include the following:

1. The most important role of the Secretary is to serve as the interest coordinator. This role includes the following functions:
 - a. Entering into a common spreadsheet the interest information provided by each team member (see sample at the end of this Handbook).
 - b. Updating, printing and distributing the consolidated interest/prayer list to each team member.
 - c. Record team member's activities with each interest by adding new lines to the spreadsheet and then providing updated lists to the team.

2. Keep a record of the decisions and plans made by the OLT.
 3. Communicate via email, using the ShareHim online email system, with all OLT members regarding upcoming meetings or appointments. (On how to do this, please refer to the section in this Handbook on ShareHim OLT Website).
 4. Enter and keep up-to-date the list of OLT members on the ShareHim website.
- 4. Pastor's Role:** The Biblical role of the pastor is clearly outlined in the Scriptures when it states in Ephesians 4:11: "And He Himself gave some to be apostles, some prophets, some evangelists, and some pastors and teachers, for the equipping of the saints for the work of ministry, for the edifying of the body of Christ."

Equipping the membership for the work of ministry is at the heart of the work of the pastor. The OLT becomes a valuable tool and venue for the pastor to do just that by mentoring and coaching the team in its journey to live a lifestyle of evangelism.

Sister White underscores this "equipping" aspect of the pastor's ministry when she states: "In laboring where there are already some in the faith, the minister should at first seek not so much to convert unbelievers, as to train the church members for acceptable co-operation. Let him labor for them individually, endeavoring to arouse them to seek for a deeper experience themselves, and to work for others. When they are prepared to sustain the minister by their prayers and labors, greater success will attend his efforts." GW p. 196.

We do not recommend that the pastor serve as the facilitator. If that happens, it will be too easy for the membership to look to the pastor to make most of the decision, and often, to do most of the work. The pastor should most definitely be a member of the OLT, thus providing beneficial input, counsel, and help, but the pastor should not serve as the leader or facilitator.

- 5. Frequency of Meetings:** There is no set schedule of meetings that can be suggested for any OLT. There are just two principles we would offer that can guide the frequency and length of your meetings as an OLT:

- i. **Frequency:** We recommend that you meet at least once a month and preferable every two or three weeks. Often these meetings are merely a time to review and update the group on each of the names on the interest list. It also might be a time to plan for upcoming sowing events and or to prepare for the reaping meetings. Therefore the time needed for these meetings will vary widely.

The important point here is to "not forsake the assembling of ourselves together" Hebrews 10:25.

Sister White puts it this way: "Let them keep their bond of union unbroken." 7T, p 22. After all, one of the main purposes of the OLT is to provide fellowship and accountability in a life of Evangeliving. If you do not meet regularly and review your purpose and mission, your purpose and mission will fade from view. As the saying goes, "Out of sight, out of mind."

- ii. **Time and Place:** We would like to suggest that you, as often as possible and as often as the agenda will merit, schedule your OLT meetings to coincide with other already scheduled church events so as to facilitate attendance and minimize the time needed to attend your meetings. For example, many OLTs will schedule at least one of their monthly meetings to take place right after church or after a church potluck. In that way the members do not need to add another round trip to the church for the OLT meeting.

- iii. **OLT Agenda:** The OLT should follow a simple agenda. We would suggest that your general meetings follow this simple agenda:

1. Opening prayer
2. At the first meeting, time should be spent to create the interest/prayer list. Following meetings should dedicate time to the review of interest list—including updating the list with any new contacts and activities which have taken place between team members and those on the

interest list. Also, take time to pray together for each name. (See page 9 for details on the interest/prayer list).

3. Testimonies and reports on each member's progress in living a lifestyle of Evangeliving.
 4. Setting out or reviewing and reporting on your plans as a team for preparation, proclamation, and preservation
 5. Set time for next meeting
 6. Closing prayer
6. **Greatest Danger to OLT:** I hope this title line has caught your attention. The greatest danger to any small group or team endeavor is rarely from outside. The problems most often arise from within. The counsel of Sister White should be carefully heeded to avert the danger of fighting and disunity which could cause the demise of an OLT. We will quote it here in length, as it is vital counsel for every earnest church member. Her advice is as follows:

***We have far more to fear from within than from without.** The hindrances to strength and success are far greater from the church itself than from the world. Unbelievers have a right to expect that those who profess to be keeping the commandments of God and the faith of Jesus, will do more than any other class to promote and honor, by their consistent lives, by their godly example and their active influence, the cause which they represent. But how often have the professed advocates of the truth proved the greatest obstacle to its advancement! The unbelief indulged, the doubts expressed, the darkness cherished, encourage the presence of evil angels, and open the way for the accomplishment of Satan's devices.*

***The adversary of souls** is not permitted to read the thoughts of men; but he is a keen observer, and he marks the words; he takes account of actions, and skillfully adapts his temptations to meet the cases of those who place themselves in his power. If we would labor to repress sinful thoughts and feelings, giving them no expression in words or actions, Satan would be defeated; for he could not prepare his specious temptations to meet the case.*

***But how often do professed Christians,** by their lack of self-control, open the door to the adversary of souls! Divisions, and even bitter dissensions which would disgrace any worldly community, are common in the churches, because there is so little effort to control wrong feelings, and to repress every word that Satan can take advantage of. As soon as an alienation of feeling arises, the matter is spread before Satan for his inspection, and the opportunity given for him to use his serpent-like wisdom and skill in dividing and destroying the church. There is great loss in every dissension. Personal friends of both parties take sides with their respective favorites, and thus the breach is widened. A house divided against itself cannot stand. Criminations and recriminations are engendered and multiplied. Satan and his angels are actively at work to secure a harvest from seed thus sown. 1 SM pp.122-123.*

2. **OLT and Evangeliving: Preparation:** There are two main phases of evangelistic sowing or preparation. Let's look at each of these carefully. As you meet with your OLT, work your Evangeliving plan to carefully and fully cover both these phases:

A. Phase One:

1. **Prayer:** Evangelism is a supremely spiritual task. As such a lifestyle of evangelism must also be a life of prayer. We have this important counsel:

In times past there were those who fastened their minds upon one soul after another, saying, 'Lord, help me to save this soul.' But now such instances are rare. How many act as if they realized the peril of sinners? How many take those whom they know to be in peril, presenting them to God in prayer, and supplicating Him to save them. Ev. p. 486.

- a. **Be specific:** In your prayer efforts, we recommend that you be specific. Instead of praying for your state or your town, pray for your neighbor, your co-worker, or your family member.

Also, we recommend that every team member make a commitment to pray daily, out load, for every person on this list. (See section 6. C. for a sample prayer list form.)

- i. **Name of the interest:** Have each OLT member mention the names of all the non-SDA members that they have contact with. Do not put names on this list that live in another city or state. These names are the names of interest that you can visit and personally develop friendships with.
 - ii. **Name of the team member** who recommended that person and who will be the main person to conduct follow-up work with that interest. This will be the contact person. As you meet regularly as a team, this contact person will also report on any new developments that might help the team pray for that interest more specifically.
 - iii. **A Description of the Context:** In other words, it would be helpful to state in a word or two what relationship the interest has with each group member or a member in particular. At first, this context or relationship might only be with one member—the member listed as the contact person. However, the idea is that, over time, more and more team members will enter into some sort of relationship with this individual, thus expanding the contact the interest has with concerned, Adventist members who are praying for and working towards this person's eternal salvation. Over time, more and more contexts will be listed, thus showing a broadening friendship with the interest.
 - iv. **Update:** Make sure that each time you meet as a team the list is reviewed, reports are made as to contacts or developments with each list. Pray together for each member at each meeting.
- b. **Be deliberate:** At your first meeting as an OLT, pull out a piece of paper and begin to write down the names of those who you will pray for each and every day. Once you have completed the list, copy it, and make sure every member of the OLT has it so that each member can pray for each name on the list daily. (Refer to section 6 in this Handbook for a sample agenda of your first meeting as an OLT.)
- c. **Grow your List:**
- i. **Add new names to the list.**
 - ii. **Add new information** to existing interests.
 - iii. **Every team member** must remember and commit to pray for each interest by name every day.
 - iv. **The more contexts** in which a team member knows an interest, or the more team members who know an interest, the easier it will be to invite that person to attend a spiritually-based activity, whether it be a sowing/preparation event, like a health-based initiative, or the reaping event itself, where the message is fully presented.

2. Prayer in Action: We must follow up our prayers with action. Every member should endeavor to develop closer relationships with those they have listed on his or her prayer list. Ideally, the person who is the “contact person” for an interest should take the lead in building that relationship, as well as taking the initiative to introduce the interest to others in the OLT. This work is often called “personal work” by Sister White. It is where we prayerfully develop a friendship and trust with those who we are praying for, so as to share the love of Christ with them. As we spend time with those we are praying for, we will have opportunities to share our personal testimony and tactfully point them to Christ.

Ellen White calls this daily time with unbelievers “out of season” time and she states this:

And to be instant 'out of season' is to be ready, when at the fireside, in the field [for us it would be at our work-station], by the wayside, in the market [or maybe Walmart], to turn the minds of men, in a suitable manner, to

the great themes of the Bible, with tender, fervent spirit urging upon them the claims of God. Many, many such opportunities are allowed to slip by unimproved, because men are persuaded that it is out of season. But who know what might be the effect of a wise appeal to the conscience? GW. pp. 186-87.

In short, at the heart of the whole Evangelizing way of life is getting out of the “saltshaker” and spending meaningful time with the “food” we are trying to salt! (Matt. 6:33). Consider the following ways to connect with your interests:

- a. Invite them over for a meal.
- b. Attend an event together, such as a ballgame, concert, or civic function.
- c. Take a walk or exercise together.
- d. Take them a loaf of freshly baked bread.
- e. Enjoy a hobby together, or play a sport together.
- f. Connect with them using Facebook or MySpace.
- g. Invite them to church. Believe it or not, more than 80% of un-churched people, according to a Barna study, said they would accept an invitation from a Christian friend to attend his/her church.
- h. Be creative. Build a friendship and let the Holy Spirit create bridges for you to witness for our Lord and Savior Jesus Christ.

B. Phase Two: After you have made your interest list and begun a focused effort in praying and developing relationships with people on that list, it is now time to develop a concrete set of activities and events that will help you reach these and many more other seekers in your community. These kinds of plans do not just happen. Your OLT needs to set aside time to consider what activities would best help you reach your interest list and those in the community you are wishing to target.

I like the counsel given by Sister White when she says: *“Those who have the spiritual oversight of the church should devise ways and means by which an opportunity may be given to every member of the church to act some part in God’s work. Too often in the past this has not been done. Plans have not been clearly laid and fully carried out whereby the talents of all might be employed in active service. There are but few who realize how much has been lost because of this. The leaders in God’s cause, as wise generals, are to lay plans for advance moves all along the line. In their planning they are to give special study to the work that can be done by the laity for their friends and neighbors. The work of God in this earth can never be finished until the men and women comprising our church membership rally to the work and unite their efforts with those of ministers and church officers. 9T pp. 116-117.*

So, this second step in the “preparation” process requires that your OLT sit down and consider three things:

1. **Audience:** Who are you trying to connect with? There are two main groups here: Those on your immediate interest list and those in the general community you would like to reach.
 - i. **Interest List:** Your first target, of course, would be the names and addresses or people you know because they are on your much prayed for interest list. Now you need to seek to understand what their needs are. What kind of needs do they have?
 - a. Are there some who have young children and thus might have needs in the area of parenting or childcare?
 - b. Are there others with financial concerns?
 - c. Do many in your community have health concerns or challenges?
 - d. Do you know people with physical problems or handicaps?
 - e. Are there some on your list that have experienced relational pain such as loss through death or divorce?
 - f. Are there others not mentioned here? Prayerfully understand your target, as this will help you set up activities or events to help meet those needs.
 - ii. **Community:** Besides those on your interest list, you must assume that there are others in your community for which the Holy Spirit has been working and for whom you must

strive to reach with the Good News of Christ. Ask the same questions about your community that you did about those on your interest list.

- a. **Surveys:** Consider doing a survey in the target area you have selected to see what community needs might exist that you as an OLT could help meet.
- b. **SRC:** ShareHim has developed an extensive catalogue of ideas to help you connect with your community. The Sowing Resource Catalogue can be downloaded from the ShareHim website. Or you can just visit this link: www.global-evangelism.org/php/docs/Sowing_Resource_Catalogue.pdf

2. Activities: Once you have identified and understood who your audience is, then you must search for and plan activities that will meet those specific needs. For this purpose, ShareHim has developed a comprehensive catalog of sowing tools and materials called the Sowing Resource Catalog (SRC). It is an idea mine of relationship-building activities. Hundreds of tools are laid out for you to consider.

i. **SRC:** This catalog can be used in two different but related ways:

a. **Video Catalog:** In the DVD we presented to your OLT at the time of your Conference Rally, you will find a list of video presentations. Each presentation is a 10-15 minute interview the leader of a different ministry that offers materials and tools for evangelistic preparation work for your consideration. You can sit down as a group and view these over the course of a few OLT meetings. By taking careful note of the materials presented, you will have a nice list of relevant tools that can be implemented to reach out to your interest list and your community.

i. These video interviews can also be viewed online on our website at www.sharehim.org under the "Resource" section.

ii. You may also click on this link to take you to these video interviews: <http://media.sharehim.org/src.html>.

b. **Written Catalog:** In addition to the video interviews, we have a corresponding written Sowing Resource Catalog (SRC), which introduces, in more detail, all of the resources that each ministry has to offer. In the interviews, there is no way to mention all of the resources available along with where to purchase them or list what their price is. In the written catalog, all of these pertinent facts are listed.

i. The written catalog is saved on the Sowing Resource Catalog DVD as a pdf file which you can open, or you may choose to download it from our website at www.sharehim.org under the "Resource" section.

ii. The direct link to the SRC is: <http://www.sharehim.org/sowing-resource-catalog>.

ii. **Selection of Activities:** Keep in mind that each of these activities is prayerfully selected by the OLT together. The pastor's input will also be a valuable asset. Once a set of activities is chosen, then the team works together to order the desired materials as well as implement it, as agreed upon by the team. All those on the interest list and in the community are invited to attend, thus providing opportunities for meeting needs and building relationships.

iii. **Sequential Activities:** We do not recommend that you view any sowing activity as a stand-alone event. Rather, think of creating a series of events or activities that will help lead your interest along a continuum towards greater spiritual openness. An example of this sequential approach to evangelism would be to schedule the following two "preparation/sowing" events followed by the OLTs planned "proclamation/reaping" event:

- a. **First, conduct a health-related event**, such as the CHIP program, Depression Recovery, or The StepFast program. (See SRC for wide range of health-related seminars.) Then, during these events, make an announcement like this, “Many people have inquired about why a church would be interested in physical health issues. To answer this question, our church will conduct a seminar looking at the connection between healthy bodies and spirituality. It begins in two weeks. All are invited.”
- b. **Next, conduct the “What’s the Connection” seminar** (See SRC). In this seminar, the direct connection is established between a relationship with God and our physical and psychological health. As a textbook, the seminar uses the book of Daniel, which engenders interest in prophecy amongst the participants. Towards the end of this seminar, make an announcement like this, “Our church will be holding a seminar dealing with Bible prophecy starting the week after the conclusion of the present seminar. All are invited.”
- c. **Lastly, hold a “Truth for Today and Hope for Tomorrow” prophecy seminar.** This final step in the sequence is actually a “proclamation or reaping” event.

3. Calendar: Identifying and understanding your audience, as well as deciding upon a sequence of events and activities to connect with your interests and community, really mean nothing unless, as a group, you pull out your calendars and schedule these activities. This will take deliberate effort as well as sacrifice, as some of your own personal activities will need to give way to reaching the lost for Christ. We cannot emphasize enough the importance of making an Evangelizing Calendar for your team. Knowing that you will be working on a six-month cycle of preparation, proclamation and preservation, map out your calendar for an entire year or a two-cycle period. This is so important. In prayer, map out a plan and calendar; then, in faith, live and work the plan!

3. OLT and Evangelizing: Proclamation: After the sowing and preparation work, comes a time for reaping. After preparation comes proclamation. Now it is time to transition and prepare for your reaping event. First, let us clearly define what we mean by a reaping meeting. What does this phase in the cycle of evangelism really mean? What exactly are we proclaiming?

Before we get too far into this section, let us clearly state that it is imperative that the OLT not cancel their reaping events. Even if the group feels that not enough preparation has been done, or the fear exists that few, if anyone, will attend the meeting, the OLT should move ahead and preach the Gospel of Christ. Why? One reason is that the very exercise of involving oneself in the reaping process will provide a new level of spiritual commitment from all members of the OLT, which will only serve to strengthen and motivate the group.

A. Reaping/Proclamation Defined: A reaping event is one where two things occur:

- a. **The Gospel is presented in the context of the Three Angel’s message.** Stating it the way our pioneers would put it, a reaping event is where Present Truth is proclaimed with conviction. The Good News of salvation by grace through faith in Jesus Christ is presented clearly along with our privilege to show our devotion and love to God by keeping all of His commandments.
- b. **Appeals are made for the participants** to make decisions on what they have learned. A reaping event without appeals or opportunities for attendees to make a decision on the great truths of the Word of God ceases to be a reaping event.

B. Reaping Meeting Preparation: It is imperative, wherever all possible, that the teams preparing for a reaping meeting, and especially the speakers selected for the work of preaching our message, attend a ShareHim, and conference-sponsored, Evangelism Boot Camp. These training events are regularly scheduled by your conference. Call your conference for the next scheduled boot camp, and plan on attending as a team to learn many new and innovative ways to prepare for the work of proclamation!

Having said this, however, there are a number of direct questions that the OLT will need to answer in relation to their reaping/proclamation work. These are:

- i. **When?:** Though in most cases dates have already been set for reaping events at the ShareHim Rally, these dates often only reflect the opening night of the meetings. The OLT will need to carefully consider how often they will meet for their reaping events. Specifically, how many times a week will they meet to present the material at hand? In most cases, in order to present the message fully and adequately, at least 17 meetings should be planned. The ideal number of presentations would be 19. (See section 6 for a suggested schedule, order, and list of presentations.)
- ii. **Where?:** The next logical question that the team will need to consider is where these meetings should take place. There are a number of factors that should guide you in your decision and these are:
 - a. **Target community:** If you are trying to reach a certain neighborhood or community and have been focusing your preparation events to that effect, by all means, you will need to find a location in the target community to hold your reaping meetings.
 - b. **Size of the expected audience:** We recommend finding a place to fit those who will attend, rather than renting or using a place that is too big for the number attending.
 - c. **Cost:** The whole idea and principle behind lay evangelism is to be able to carry on this ministry without the hindrance of large budgets. As such, keep your expenses to a minimum. Remember that, in six months, you will be holding yet again another reaping event.
 - d. **Possible Locations:**
 - i. Church
 - ii. Sabbath School Room or Fellowship Hall
 - iii. Home
 - iv. Community Service Center
 - v. Rented Hall
 - vi. Tent
 - vii. Restaurant
 - viii. Outdoors—under special circumstances
- iii. **Who?:** Any reaping event will require a human resources. All OLT members will need to make a commitment to participate, not only as attendees, but actively in various parts of the work that makes reaping meetings operate smoothly and make them a reality.
 - a. **Speakers:** Your team will need to discuss the obvious question as to who will preach or present the nightly messages. As this cycle of preparation, proclamation, and preservation will be carried out every six months, all who wish to participate as a speaker will have an opportunity. It is a good idea that, as a team, you discuss and decide who will be speaking for a full-year cycle. Once you have made the decision as to who will be speaking, that person will need to go to our website, www.sharehim.org, and fill out an application form.

As a note, although we urge that the number of speakers be kept very small, there can be more than one speaker during any given campaign. If you do have more than one speaker, make sure that one applies as the main speaker and the rest apply as associate speakers. Each person applying as a speaker will receive, free of charge, the latest version of the “Truth for Today, Hope for Tomorrow” sermons series. Also, make plans for all those who will be preaching to attend one of the regularly planned Boot Camps conducted by their local conference.
 - b. **Committees:** There are a number of working groups or committees that you should set up to help

carry out your reaping meetings. In smaller OLTs, these might not be actual groups but just individual coordinators assigned to these various functions.

How you set this up will depend largely on the scope and setting of your reaping event. A large meeting in a more formal setting will require a greater emphasis on programming, set-up, and maybe even child care. A smaller home meeting will require less on the programming side but maybe more attention to issues of hospitality. Listed below are standard committees:

i. Programming: This committee's responsibility would include issues such as:

1. Platform responsibilities.
2. Preparation and distribution of nightly programs, sermon handouts, or other gifts
3. Attendance and record keeping

ii. Music: This committee's responsibility could include the following tasks:

1. Song services
2. Special music
3. Appeal songs

iii. Technology: This committee's work might include the following tasks:

1. Setting up, monitoring, and taking down a public address system
2. Setting up, monitoring, and taking down a projector and other electronic devices

iv. Child Care: This committee would be responsible to arrange for nightly child care.

v. Youth Programming: In larger meetings, there might be a need and a desire to provide an alternate youth program. Some OLT members might be assigned this important task. Young Disciples has adapted, with ShareHim's blessing, a youth version of the "Truth for Today, Hope for Tomorrow" series, which they have called "Truth for Youth." For more information please go to our website, www.sharehim.org, and check the "Resource" section.

vi. Hospitality: The responsibility of this group would be adapted to the setting in which the meetings are held. If in a hall or church, their responsibilities would be to warmly greet all attendees and pass out the sermon handouts as well as decision cards. Decision cards can be downloaded from the ShareHim website at: <http://www.sharehim.org/decisioncards>.

In home meetings, and perhaps in some small-group meetings in a youth or junior room in the church, the responsibility of this team would be to provide the participants with some simple refreshments before or after the meeting in order to provide a relaxed opportunity to visit with all those in attendance. In the case of a home meeting, this group would also be ready to distribute any handouts as needed.

vii. Visitation: During the Boot Camp, special attention was given to the importance of visitation during a reaping event. Many individuals will take their stand when visited in their home. This is an area of ministry in which your pastor can play an important role. Remember, visitation is very important in the work of evangelism. Sister White writes, "How can the great work of the third angel's message be accomplished? It must be largely accomplished by persevering, individual effort, by visiting the people in their homes." *Welfare Ministry*, p. 97.

While situations will vary depending on your audience, there are generally three distinct visits that should take place, as needed, with interested friends during the course of the meeting. These three general visits are:

1. The Comeback Visit:

- a. **Visit those who have missed two nights in a row.** This visit takes place at the door of the visitor's home.

- b. **Take them the written material they have missed**, and invite them back. If possible, have door hanger bags in which to leave material if they are not at home.
- c. **Sample conversation:** "Hello, Mrs. Jones. My name is John. I'm with the Revelation of Hope seminar. I just wanted to stop by and thank you for coming and give you the material for the meetings you were unable to attend. [Hand over the material for the nights she missed.] Our next meeting will be on Friday evening at 7 p.m. The presentation is entitled 'Revelation's Glorious Climax.' It is one of the most exciting presentations of the seminar. Do you think you will be able to attend?" If the response is yes, say, "Great, I will be looking forward to seeing you on Friday." If the response is no, say, "I'm sorry you won't be able to make it on Friday. Will Saturday evening work better for you?"

2. Sabbath Visit:

- a. This visit is to take place following the second presentation about the Sabbath or once the change of the Sabbath has been discussed and a call has been made to make a stand and keep the Sabbath holy.
- b. **The purpose of this visit is:**
 - i. To discover if they understand the Sabbath truth.
 - ii. To answer any questions they might have.
 - iii. To invite them to keep the Sabbath. If they are unwilling to make a decision to keep the Sabbath, do not try to push them into making this decision. At this stage, it is more important that they understand the topic so that the Holy Spirit can bring conviction to their hearts. However, if they are in agreement with the Sabbath, take this opportunity to invite them to keep the Sabbath.
- c. It is a good idea to make an appointment for the Sabbath visit. This can be done by phone or in person at the seminar.
- d. **Sample phone conversation:** "Hello, Mrs. Jones. My name is John. I'm with the Revelation of Hope seminar. I will be in your area later this evening and I have a book I would like to give to you. Could I stop over for a few minutes this evening at around seven?"
- e. **Key questions** to ask during this visit:
 - i. How have you been enjoying the meetings?
 - ii. What questions do you have about what you have learned?
 - iii. Have you ever heard about the Bible Sabbath before?
 - iv. Is it clear to you that the Bible Sabbath is Saturday?
 - v. Never argue with a person about his or her opinion or beliefs. Let the Holy Spirit convict and convert them. Listen carefully to what they say, and encourage them to keep attending the meetings. Be positive and kind. Winning the heart is not always winning the argument. If they have no questions and understand the Sabbath, then extend to them an invitation to church.
- f. **Sample Sabbath invitation:** "Mrs. Jones, since you've seen the truth of the Bible Sabbath, have you ever thought about keeping it?" Whether the answer is yes or no, respond, "This coming Sabbath, our church is having a very special service. Do you think it would be possible for you to attend?"

3. The Baptism Visit:

- a. This visit takes place after the baptism presentation.
- b. **The purpose of this visit is to:**
 - i. Ascertain if the person has accepted truth.
 - ii. Answer any questions they might have.
 - iii. Encourage them to be baptized.
- c. Depending on how frequently they have attended, the attendees most likely have heard the majority of the seminar messages. During your visit, you will want to learn

how they are responding to the conviction of the Holy Spirit and encourage them to trust and obey Jesus.

- d. Set up an appointment for this visit. See suggested phone conversation under Sabbath visit.
- e. If they have marked a decision card for baptism or church membership, then confirm that decision with them and encourage them to keep following Jesus.
- f. If they are ready for baptism, set a date for the baptism.
- g. If there are special circumstances that need to be resolved before they can be baptized, then work with them as far as possible to try and resolve those problems. Be sure to encourage them to trust in Jesus for strength to do the right thing.
- h. If they have not marked a decision card for baptism, try to help them make that decision.
- i. **Sample conversation:** "Mrs. Jones, last night in our seminar, we studied about the importance of Bible baptism. We looked at the example of Jesus when he was baptized, and how the heavens opened and the Holy Spirit descended upon Him. God the Father said, 'This is my beloved Son, in whom I am well pleased.' Mrs. Jones, have you ever thought about being baptized before?" Whether the answer is yes or no, respond, "I believe that every time a person makes a decision to be baptized, God is well pleased. In two weeks, we will be having a baptism. Is there anything stopping you from following the example of Jesus and being baptized?"

viii. Prayer: Your OLT has been committed to prayer since day one. Now, in this time of reaping, when the forces of evil will seek to marshal against your efforts, prayer is again critical. All OLT members should continue to pray for your Evangelizing efforts, but you might also want to set up a specific group of two or three who will pray constantly, while the nightly meeting is going on, for the outpouring of the Holy Spirit.

iv. What?:

Materials: This question deals with what material will you use. Upon making application on our website, and the requisite approval of that application by the conference, a free set of ShareHim's evangelistic series, "Truth for Today, Hope for Tomorrow" will be mailed to each speaker. However, this does not mean that your team has to use this material.

Especially, given the fact, that you will be involved in an ongoing cycle of evangelism with proclamation and reaping events taking place every six month, it would be a good idea to use different materials at different times. Here is a partial list of the many reaping materials available to churches. (For a more comprehensive list, please refer to the Sowing Resource Catalog available on the ShareHim website.):

- a. ShareHim: "Truth for Today, Hope for Tomorrow" (version B)
- b. ShareHim: "Truth for Today, Hope for Tomorrow" (version A)
- c. ShareHim: Unnamed Version C (anticipated completion mid-2009)
- d. New Beginnings
- e. Prophecy Seminar
- f. Revelation Seminar

Program: The program should be as simple as possible. You should NOT have a program that lasts more than one hour. Strive to keep the entire program to under an hour. As part of this program we encourage that no matter what the venue you have chosen, that you do the following:

- a. Show the Jesus Video which was sent to you by ShareHim. It is divided into 15 chapters so that you can show one chapter each night. This will be a great way to start and keep the meetings very Christ centered.
- b. Preach the message for that evening.

A sample program might look like this:

1. Song Service
2. Welcome and Prayer

3. Special Music (if in a more formal setting)
4. Jesus Video Presentation
5. Sermon
6. Closing Prayer

The principle here is: Keep it simple AND under one hour.

- v. Promotion:** Now that you know where you are holding your reaping event and who is speaking, and you have organized yourself to smoothly carry out this initiative, it is now time to promote it. There is much that has been written about this topic and much material is available, as you can see by visiting the websites listed below. However, please keep in mind the underlining principle here and that the main purpose of your promotional efforts is only to augment the personal work and invitations you will be extending to the interest list you have been praying for and working with for the past six months.

Therefore, do not spend lots of money on advertising. For a few hundred dollars, you can print enough flyers and posters to personally deliver to your interests, friends, family, and surrounding neighborhood. There are a few questions that you might be asking about this promotional phase of evangelism.

- a. How should we promote?** There are many options. Consider:
 - i. Public TV programming which is basically free of charge. (See SRC for great resource for this purpose called "Advent Report.")
 - ii. Printed flyers to be personally handed out
 - iii. Posters
 - iv. Banners for the road
 - v. Letterhead that is used to write personal invitation letters to those the interest list
 - vi. Radio advertising
 - vii. Local circulation newspaper advertising
- b. When should we begin advertising?** Any public advertising should not begin too early. It is suggested that advertisements not be placed in homes or given to the church or interest any earlier than three weeks and no later than one week before the event. Ideally, invitations should be handed out two weeks prior to the start of the reaping meetings—too early and the invitation will be forgotten, too late and people will have to rearrange their schedules to attend.
- c. Where to order:** Many options are available for you to purchase ready-made professional advertising materials. The first two listed here are well-known and respected Adventist organizations that can provide you with direct-mail advertising or with handbills, letterhead, posters, and banners and many other promotional materials. The third option is a relatively inexpensive online printer where you can have your own material, which you design yourself, printed with minimal turn-around time.
 - i. **Color Press:** www.adventistevangelism.com/geadvertising.
 - ii. **Hamblin Company:** www.handbills.org.
 - iii. **PrintPlace:** www.printplace.com

C. Preaching & Teaching: After all the prayer and work in sowing and all the preparation work in preparation for the actual reaping meetings, the actual proclamation will come as a time of great spiritual refreshment because all those who attend enjoy hearing yet again the Everlasting Gospel (Rev. 14:6-7). (To listen to the Boot Camp presentation on how to prepare to preach a sermon, go to www.media.sharehim.org/preparingtopreach.html. There you will find two choices, one in English and the other with Spanish translation.)

- a. Sermon Practice:** At the Boot Camp on evangelism conducted by the local conference, much time was spent on how to prepare for the preaching or teaching. For more information on this aspect, please contact your local conference. Suffice it to say, it is important to practice thoroughly before each presentation. The sermon should be reviewed audibly at least three times:
 - i. **First Review:** This first audible review should be done with a view to acquaint oneself with the main

ideas of the sermon and make sure that all sentences are easy to read and understand. If there is any place where thoughts and words do not flow smoothly, attention should be given to make sure the problem is corrected.

- ii. **Second Review:** The next audible practice should be done with enthusiasm and with a view to learning and properly emphasizing the main points of the sermon.
- iii. **Third Review:** The final rehearsal should be conducted in front of a mirror, and special attention should be placed on dynamics of voice and body language.

b. **Sermon Order:** The sermon order for the "Truth for Today, Hope for Tomorrow" series is available at the end of this handbook or it is available online at the following web address: <http://www.sharehim.org/sermonschedule>.

4. **OLT & Evangeliving: Preservation:** *"It is poor policy to leave a few here and there, unfed and uncared for, for devouring wolves, or to become targets for the enemy to open fire upon. I have been shown that there has been much of such work done among us as a people."* Letter 60, 1886.

Take a look again at the great Gospel commission given in Matthew 28:18-20, and you will find that the final objective of the commission, of the evangelistic mission of the church, was to not just baptize new believers but to make them disciples! Therefore, preserving the harvest is part of the evangelism cycle and is just as important as any other aspect heretofore mentioned.

In the **Sowing Resource Catalog**, you will find a number of products that can help your team to intentionally reach out and retain new members. Here are some ideas for you to consider as a team:

a. **Spiritual Mentor Program:** Amazing Facts offers an excellent Spiritual Mentorship program. (See SRC for further details). At the core of any such program, though, is the intentional matching of a new member with a mature member who will provide the following attention:

- i. **Accountability:** Provide friendship and oversight to make sure the new member is attending services and participating in the life of the church.
- ii. **Introduction to other members:** Serve as an agent in introducing the new member to others in the church. Studies have consistently shown that if a new member can establish at least six or seven friendships in the church during their first year, they will stay in the church.
- iii. **Involvement in various ministries:** The mentor also serves to introduce the new member to the various ministry opportunities and to encourage them to use their God-given spiritual gifts to build up the Church of Christ.

b. **OLT Membership:** If the above mentorship suggestions are considered carefully, one will note that, by inviting every new member to join an established and vibrant OLT, all of the above aspects of spiritual mentorship will be fulfilled. Besides these aspects, membership in an OLT will immediately involve the new member in one of the most faith-building activities; and that is the sharing of his or her faith. One of the best ways to inoculate a new Christian against apostasy is to place them squarely in the work of the harvest! A new member, introduced to a meaningful participation in an OLT, will be a great source of new interests, and their "first-love" experience will be contagious to all with whom they associate.

5. **Frequently Asked Questions (FAQs):**

1. **How do I use the ShareHim "Local Church Login" website?** The ShareHim "Local Church Login" has been designed so that the local church can fully utilize the ShareHim website to do the following tasks:

- a. Keep an updated list of all OLT members, including their email addresses and phone numbers
- b. Use the ShareHim website to communicate via email with all OLT members
- c. See, at a glance, all upcoming reaping meeting dates for the coming years
- d. See, at a glance, who has applied to speak on the dates that were selected by your local church for reaping meetings. You can contact the person of your choice to confirm their willingness to preach at your event. If they agree, you notify the conference coordinator, so this agreement will be reflected on the website.

- e. The conference can then use the same system to write emails to all OLT members throughout their territory.

To login, a church must secure their password from the local conference. By clicking on the “Local Church Login” and then selecting your local Conference name and local church name, you will be directed to a link by which you can communicate directly via email with your local conference coordinator and request your church’s password. Once you have the password, anyone from the local OLT who obtains the password can access and use the website.

1. **Can there be more than one speaker?** Yes, you can have more than one speaker. We recommend that you limit yourself to no more than 2-3 speakers because having too many speakers might become too confusing and disjointed for those attending the meetings. This is not a hard and fast rule.
2. **What should be the size of the OLT?** The size can range from 2-20, with the ideal size being between 7-12 members.
3. **Can non-Adventist be members of the OLT?** Absolutely, involve them in the harvest as soon as they are willing and open to it!
4. **What is the role of the pastor in this initiative?** First, the pastor should be an active and integral member of the OLT. Normally, the pastor would not serve as the team facilitator but instead serve more as a coach, mentor, and resource person.
5. **Where can I get technical support for the sermon software?** ShareHim has a technical support hotline which is: 870-342-5341. This number can be accessed from 7 A.M. to 7 P.M. Monday through Thursday and 7 AM to noon on Fridays.
6. **Where can I get technical support for the website?** Technical support for the ShareHim website can be received from one of three locations:
 - a. Submit your question to: allan@sharehim.org
 - b. Submit your question to: info@sharehim.org
 - c. Call our office at 423-236-4856.
7. **How often should our OLT meet?** You should meet at least twice a month. At certain times of your evangelism cycle, you will most definitely have to meet more often than this.
8. **Is there any youth material available from ShareHim?** Yes, Young Disciples has developed a series of presentations for youth based on the Truth for Today series. This information can be ordered through our website under the “Resource” section or by following this link: www.youngdisciple.com/Truth4Youth/
9. **How often should the OLT Facilitator be changed?** This is a decision is up to the team. By all means, do not let team leadership be grounds for Satan to gain an inch against you as a team or as a church!
10. **Where can the OLT get funds for their work of evangelism?** The principle espoused by ShareHim is that our Evangelizing efforts should be as cost effective as possible and generally inexpensive. However, some funds will obviously be necessary. These would normally be requested from the Church Board.
11. **How does an OLT work with established church departments?** The OLT does not supplant the work of church departments but rather should strive to support these ministries. It is easy to see how sowing events such as health seminars, community service, or youth ministry can coordinate very nicely with these existing departments. Coordination and mutual respect should govern all actions, as we are all part of the Body of Christ.

- 12. How long should the OLT continue its work?** It should continue until the work is finished and we see Jesus come in the clouds of glory!
- 13. Can we apply to preach anywhere there are homeland campaigns available?** Yes, however, in most cases, local church teams will select people they know, normally members of their own church, to preach in their own campaigns. Nevertheless, individuals may contact friends in other churches and offer their services. If the teams in the other church express an interest, the prospective speaker may complete an application form and offer to preach in that particular conference dateblock.
- 14. Where can I get the decision cards?** These can be downloaded from our website under the "Handbook for Speakers & Helpers" section or by clicking on this link: www.sharehim.org/decisioncards/
- 15. Do you have any suggested appeal songs?** Suggested appeal songs can be downloaded from our website under the "Handbook for Speakers & Helpers" section or by clicking on the following link: www.sharehim.org/appealsongs/.

6. Resources:

- A. Empowered Church:** Amazing Facts has developed a unique and extremely practical and useful tool for the implementation of an ongoing lifestyle of evangelism. The resource is also based around the active life of an OLT. ShareHim would highly recommend you contact them to order their material. If, upon ordering, you mention you are working with ShareHim and that you plan on holding a reaping event in the next year, they will give you a 10% discount on the cost of the material. To order call: 916-434-3880.
- B. Books:** We would like to recommend to you the following books that we believe will be of great value to you as you seek to live out Evangelizing:
- White, E. G. *Evangelism*.** Review & Herald Publishing Association. 1970.
 - White, E. G. *Christian Service*.** Review & Herald Publishing Association.
 - Sowing Resource Catalog** – available at <http://www.sharehim.org/sowing-resource-catalog>
 - Morris, Derek. *The Radical Prayer*.** Review & Herald Publishing Association. 2008.
 - Folkenberg, Robert S. Jr. *Health for the Harvest*.** NADEI. 2001.
 - Folkenberg, Robert S. Jr. *Getting Back to the Heart of Adventism*.** Pacific Press, 2009
 - Hybels, Bill. *Just Walk Across the Room*.** Zondervan. 2006.
 - Finley, Mark. *Studying Together*.** Hart Research Center. 1995.
 - ShareHim – Idaho.** www.mxpowerteam.com.
- C. OLT Agendas & Handouts:**
- OLT Sample Agenda:** See page 8 of this handbook under "Sequential Events."
 - Facilitator's Agenda:** If you are meeting with a group of OLT Leaders, this is a good agenda to use for that first meeting. It also contains a sample agenda for the regular OLT meetings.
 - Selection and Order of Sermons:** The following order of sermons is recommended for the "Truth for Today, Hope for Tomorrow" series. It can also be downloaded from the ShareHim website under the "Handbook for Speakers & Helpers" section or by following this link: <http://www.sharehim.org/sermonschedule>.
 - Interest/Prayer List:** Visit the link below or turn to the last page to see a sample interest/prayer list for you to use.

OLT Prayer / Interest List

Member's "A" and "B" Contacts

	Interests	Address 1	City, State, Zip	Phone	Team member	Context
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Category "C" Interests

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NOTES AND IDEAS

Lined writing area consisting of horizontal lines for notes and ideas.



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