Templates for Kickstart Communication

If the outline was helpful, but you still want more, here are templates for everything you need to communicate with your future or current cohort! Highlighted in yellow are things we know are contextual, so please change them as you see fit. There is likely more here than you need; take what you'd like and leave the rest.

INTEREST FORM TEMPLATE

Title: Relational Discipleship Kickstart Interest

Completion of this form is an expression of interest from youth leaders who want to learn about the "Relational Discipleship Kickstart," a learning process intended to help you bring the Faith Formation Framework to life within your faith community, to help your young people experience relational discipleship radically focused on Jesus.

1. Email
2. Name (first and last)
3. Race/Ethnic Background
4. Gender
5. Address
6. Phone number
7. Name of your Church/Parish
8. Describe your position as it relates to youth ministry in your local church/parish (choose one):
    a. Official (paid or unpaid) youth leader
    b. Volunteer (either parent or otherwise working with youth)
    c. Clergy
    d. Other: _____
9. How did you hear about the Relational Discipleship Kickstart?
10. How do you hope this program will impact you and your ministry?
11. On a scale from 1 (worst) to 5 (best), how supported do you feel in ministry?
12. On a scale from 1 (worst) to 5 (best), how satisfied are you in your ministry?
13. On a scale from 1 (worst) to 5 (best), how would you rate the health of your ministry?

WEEKLY SCHEDULE OF EVENTS TEMPLATE

Subject: Tentative Weekly Schedule

Hi all!

Looking forward to connecting with you soon!

We hope that throughout each week, we can be in conversation around the questions asked during each of the sessions. Leader or Leader will send out a reminder to watch each session (usually the day before responses to the questions are encouraged). Here's a tentative schedule:

Session Date	**Session Title**	**Additional Info**
DATE	Introduction and Step 1 – Leading Yourself	
DATE	Step 2 – Adult Mentors	Respond to reflection questions by DATE (2 days prior)
DATE	Step 3 – Faith Internalized Through Spiritual Practices and Learning: Part I	Respond to reflection questions by DATE (2 days prior)
DATE	Step 4 – Faith Internalized Through Spiritual Practices and Learning: Part II	Respond to reflection questions by DATE (2 days prior)
DATE	Step 5 – Faith Applied Through Service	Respond to reflection questions by DATE (2 days prior)
DATE	Step 6 – Families	Respond to reflection questions by DATE (2 days prior)

DATE	Step 7 – Leading Change	Respond to reflection questions by DATE (2 days prior)

1. Initial Sign-Up

Subject: Thank you for your interest in the Relational Discipleship Kickstart

Hello,

Thank you for your interest in the Relational Discipleship Kickstart Cohort in MONTH!

The Kickstart is a process to launch you and your ministry toward greater faith formation by reorienting your ministry around relational discipleship radically focused on Jesus, and I can't wait to go on the journey with you!

This is a reminder of the cohort start date and a link to an onboarding document to prepare participants, if applicable.

We will be in touch soon about the next steps, so for now, hold tight!

2. Welcome Email (Before Step 1)

Subject: Welcome to the Relational Discipleship Kickstart Cohort!

Good morning NAME,

We are so excited to have you join us for this round of cohorts! Our records show that you've expressed interest in joining a Relational Discipleship Kickstart cohort in MONTH.

Those of you included in this email will be part of the [Zoom or other video conferencing] Zoom cohort.

Our first meeting will be on [Zoom or other video conferencing] Zoom from (*Example: **1:00 to 2:30 PM***). At that first meeting, we can decide on future meeting dates. Be on the lookout for a [Zoom or other video conferencing] Zoom link in the next few days (or include the [Zoom or other video conferencing] Zoom information!

Share a personal introduction if cohort participants don't already know you personally

You should have received an invitation to our Cohort via email or phone number. To create your account got to app.tenx10.org/login.

Here is our unique Cohort Code: _____, which you can use in the *Spaces* section on the TENx10 App.

If you could go ahead and create an account, that will make our first meeting go a little easier. You can also get an early peek into the Kickstart before we meet!

Can't wait to see you soon!

3. Pre-Session Reminder for Step 1

Subject: Get Ready: First Kickstart Session Starts Tomorrow!

Happy Wednesday!

We cannot wait to start this journey together! Just a reminder, we are meeting on DATE at TIME on [Zoom or other video conferencing] [link]. *Pre-session instructions if applicable.*

We may not directly discuss the Field Guide, but it exists to provide depth, if you would like it. Consider downloading the PDF of the Field Guide and placing it somewhere you will see it, like the desktop of your computer, or printed out on your desk. And as you read it, make notes of what was helpful.

Please ensure that your account is created. Here is the link again if needed:

> *Use your Cohort Invite Code from the TENx10 App*

See you tomorrow!

4. Post-Session Follow-Up (After Step 1)

Subject: Reflection from Step 1: Leading Yourself

Hi NAME,

What a great first meeting!

Key points are some of the key points from our time together, and I would love for you to take some time to reflect on the following questions:

- Reflection question
- Reflection question

We learn best when we learn together, so please share your insights and reflections as you see fit, either on this email thread or via text.

Please also consider reading the Field Guide and sharing thoughts that it brings up for you.

Take time to reflect on this step before preparing for our next meeting and step on DATE.

5. Weekly Reminders (Before Each Step)

Subject: Step [X]: [Session Title] - Meeting Reminder

Hi all!

Just wanted to send a quick reminder about our next meeting together. Here's the link [link] for our meeting on DATE at TIME. Please review *MATERIALS* so we can dive into *SESSION FOCUS* then.

See you then!

P.S. Consider taking notes from the field guides or other places in the Kickstart that really helped you, so you can return to these later, after the course is completed.

6. Post-Session Reflections (After Each Step)

Subject: Reflection from Step [X]: [Session Title]

Hi NAME,

It's always wonderful to spend time together!

Key points were some of the key points from our time together, and I would love for you to take some time to reflect on the following questions:

- Reflection question
- Reflection question

We learn best when we learn together, so please share your insights and reflections as you see fit, either on this email thread or via text.

Take time to reflect on this step before preparing for our next meeting and step on DATE.

7. Mid-Point Check-In (After Step 4)

Subject: Mid-Program Check-In: How's the Kickstart Going?

Hi NAME,

Personal check-in

These are 2-3 sentences reviewing what has been covered and what is to come

This is a great time to re-evaluate your progress through the Relational Discipleship Inventory, which you can find here [https://form.fillout.com/t/1zAPt11Jdxus]!

8. Final Step Reminder (Before Step 7)

Subject: Final Step: Leading Change!

Hello!

Tomorrow will be our final time together on [Zoom or other video conferencing] Zoom [link] at TIME.

We're expecting the meeting to be about an hour and a half. As we enter this final time together, please reflect on how your ministry has grown and changed throughout this process. We'll have time for more general reflection as well.

We'll see you then!

P.S. Keep taking notes from the field guides or other places in the Kickstart and consider bringing them to reflect back to the other participants.

9. Post-Program Reflection & Follow-Up

Subject: Thank You for Participating in the Kickstart!

Hi all!

It was so great to have met together for our final meeting. I want to share a few things with you as we finish our time together.

1. If anyone else wants to register for the Relational Discipleship Kickstart, they can use this same link - https://app.tenx10.org/course/213

It will remain free as long as it is on the website. Also, we'd encourage you to think about going back and using some of the resources (i.e., that Step 7 resource is great to talk about how your church is ready to embrace change. It is a powerful conversation, and the video and PDF included do a lot of the facilitation for you!) Also, keep downloads of the field guides in an obvious place, so you can return to them. They will be especially helpful, if you have been marking them up, along the way.

2. If you have not already done so, we'd encourage you to take 5 minutes to retake the Relational Discipleship Inventory (which we took at step 1) to see how you are doing in those areas. It is a good indicator of where you may have grown and where you need to grow, going forward. Here's the link for that. Just use the same e-mail if you can, so you can see the difference: https://form.fillout.com/t/1zAPt11Jdxus

3. Share Your Story - If you have a good story from the Kickstart, like something shifting in your faith community or relationships, TENx10 would love to hear about it! You can fill out this form to share with them: https://wkf.ms/3QucUX2

It has been a joy to journey together!