

Your Freedom Years

How to Live Life to the Full and Finish Well



Baha and Margaret Habashy

FACILITATOR GUIDE

Shepherding Small Groups Toward Maximum Impact for God

Table of Contents

INTRODUCTION	3
WHAT YOU WILL FIND IN THIS GUIDE	3
THE HEART AND SKILL OF A SHEPHERDING FACILITATOR	4
THE FIVE MARKS OF A SHEPHERDING HEART.....	4
CORE SKILLS EVERY GREAT FACILITATOR BUILDS.....	5
THE SHEPHERDING ESSENTIALS	5
BUILDING A PRAYER-CENTRED GROUP	6
YOUR ROLE AS A FACILITATOR	6
PURPOSE OF THE ROLE	6
FACILITATOR, NOT TEACHER.....	6
<i>Tips for Avoiding a Teaching Role</i>	<i>6</i>
<i>Essentials of Active Listening.....</i>	<i>7</i>
<i>Asking Questions That Foster Engagement</i>	<i>7</i>
<i>Encouraging Group Participation</i>	<i>7</i>
<i>Building Relationships and Caring for Members</i>	<i>7</i>
<i>Group Dynamics and Troubleshooting</i>	<i>7</i>
TOOLS AND RESOURCES	8
ABOUT ADMINISTRATION	8
PROCESS	9
<i>Initiation</i>	<i>9</i>
<i>Facilitation</i>	<i>9</i>
<i>Post-Lesson Activities</i>	<i>9</i>
YOUR SELF-CARE AS A FACILITATOR	9
ONGOING SUPPORT AND DEVELOPMENT	10
THE SMALL GROUP EXPERIENCE	10
A FACILITATOR'S ROAD MAP.....	10
THE FIVE-PART SESSION SKELETON.....	11
1. <i>Chicken and Opening Prayer (3–7minutes).....</i>	<i>11</i>
2. <i>Chapter Overview Video (5–7 minutes) (Optional).....</i>	<i>11</i>
3. <i>Group Sharing from the Reflection Section (12-20 minutes).....</i>	<i>11</i>
4. <i>Application Questions Discussion (20–25 minutes)</i>	<i>12</i>
5. <i>Closing Prayer (3–7 minutes)</i>	<i>12</i>
SUGGESTED SESSION OUTLINES	13
SESSION 1 — KICK-OFF.....	13
SESSION 2–5 — CHAPTER SESSIONS	14
SESSION BONUS — APPENDIX CONTENT.....	15
SESSION FINAL — CELEBRATION, REVIEW.....	15
APPENDIX — COMMUNICATION EMAIL SAMPLES	17

Introduction

Thank you for saying yes to facilitate a Your Freedom Years study group. Few callings carry more eternal weight than shepherding others through this season of life — helping them discover, or rediscover, how to live fully and finish well for God.

We pray that God will use your ministry to bring meaningful impact within your community. More than that, we trust that He will bless you through this experience, and that one day you will hear His voice say, “Well done, good and faithful servant.”

While we place our ultimate trust in God to lead, we have written this guide to help you prepare well for the very important role you have accepted.

Facilitator Tip:

- Take time to watch the short intro video at <https://youtu.be/YFsg9fPECfY>
- Listen to the Audio Deep dive at <https://youtu.be/Emv3vUev-VM>
- Take note of any observations or questions that may come to your mind.

What You Will Find In This Guide

This guide is organized to move from the heart of the calling to the practical mechanics of leading well:

- The Heart and Skill of a Shepherding Facilitator — who you are called to be
- Building a Prayer-Centred Group — the spiritual foundation of every session
- Your Role as a Facilitator — guiding, not teaching
- Essentials of Active Listening and Engaging Questions — core facilitation skills
- Encouraging Participation, Relationships, and Group Dynamics — shepherding the room
- Tools, Technology, and Process — the practical mechanics
- Your Self-Care as a Facilitator — because shepherds need shepherding too
- The Small Group Experience: A Facilitator’s Road Map — your complete session-by-session guide
- Appendix: Communication Email Samples — ready-to-use templates

The Heart and Skill of a Shepherding Facilitator

“I am the good shepherd. The good shepherd lays down his life for the sheep. — John 10:11”

Jesus is your model. Before we discuss process, tools, and technique, we want to pause on something far more important: who you are called to be. A facilitator is, at heart, an under-shepherd — someone entrusted by the Chief Shepherd with the temporary care of a small flock. Everything in this guide flows from that identity.

The Five Marks Of A Shepherding Heart

Christian leaders who shepherd well for maximum Kingdom impact consistently display these five qualities:

- **A Caring Heart** — You genuinely love people — not as a project, but as souls God has entrusted to you. Your success will not be measured by how much material you cover, but by how loved the people in your group feel as a result of being there.
- **A Praying Heart** — You believe prayer is the engine of the ministry, not a formality before it. You commit to praying for your group daily, and you covet prayer cover for yourself — because wherever lives are being changed for the Kingdom, there is real spiritual resistance.
- **A Listening Heart** — You resist the urge to fix, correct, or impress. You listen first — for facts, but also for the emotion and need underneath the words — because people open up to those who listen well before they open up to those who speak well.
- **A Humble, Teachable Heart** — You see yourself as a fellow learner and traveller, not an expert dispensing answers from above. You ask good questions more often than you offer good answers, trusting that the Holy Spirit can teach your group directly, through one another.
- **A Steadfast, Available Heart** — You show up — prepared, present, and consistent — week after week. You treat your time with your group as a sacred stewardship, not an item to be squeezed in if nothing better comes along.

Core Skills Every Great Facilitator Builds

Heart comes first, but heart without skill can still fall short. Alongside spiritual character, give attention to growing in these practical competencies:

Skill	What It Looks Like
Active Listening	Fully present, reflecting what you hear, resisting the urge to interrupt or advise.
Asking Good Questions	Open-ended, reflective questions that invite people to think and share — rather than questions with an obvious right answer.
Time Stewardship	Keeping sessions within their agreed limits while still giving space for the Spirit to move — like a conductor, not a stopwatch-clutching referee.
Group Awareness	Noticing who is dominating, who is silent, and who may be struggling — and gently adjusting in the moment.
Clear Communication	Simple, warm, well-timed messages before and after each session that keep people informed and cared for.
Conflict Navigation	Staying calm and gracious when disagreements surface, modelling how Christians can differ with love.

The Shepherding Essentials

Beyond personal qualities and facilitation skills, four essentials anchor every healthy shepherding ministry. Think of these as the four legs of a steady chair — remove one, and the whole thing wobbles.

- **Affirm Your Calling** — Before you lead others, settle this with God and with people who know you well: pastor, spouse, mentor. A calling that is affirmed in community is far steadier than one carried alone.
- **Do Not Shepherd Alone** — God rarely calls a leader to isolation. Secure a substitute facilitator who can step in when needed and gather a small team of prayer partners who will cover you and your group in intercession.
- **Steward Your Time as Sacred** — Budget not only the one hour of group time, but at least one additional hour each week for preparation and personal connection with members. This is ministry time, not margin time.
- **Guard Your Own Soul** — You cannot lead others to wells you have not drunk from yourself. Your own walk with God — prayer, rest, and replenishment — is not optional self-indulgence; it is the wellspring of everything you offer your group.

Building a Prayer-Centred Group

Prayer is not a formality that opens and closes your session — it is the spiritual oxygen of the entire ministry. A group that prays together grows together.

- **Commitment to Prayer** — Commit to praying daily for your group members by name. This invites God into your group long before the session begins, and it shapes the tone of everything that follows.
- **Leading Opening and Closing Prayers** — Learn to lead simple, heartfelt prayers that open and close each session. This sets a spiritual focus, calms nerves, and reminds participants why they are there.
- **Encouraging Member Prayer** — Create an environment where members feel safe sharing prayer requests and encourage them to pray for one another between sessions. This is often where the deepest community is formed.

Your Role as a Facilitator

Purpose Of The Role

Your primary goal as a facilitator is to create a welcoming, engaging environment that encourages participants to explore and support one another. You guide discussions, helping members share insights and questions freely, while fostering a space where every voice and feeling is valued.

Facilitator, Not Teacher

This study follows a “flipped classroom” model, where most of the learning happens in advance, through the book, short videos and deep-dive audio podcasts supported by a devotional self-study guide. Your group sessions are for interaction and practical application — not lecture or instruction.

In his best-selling book *Just Listen*, Mark Goulston observes that *“people do not change because of what you say, but much more because of what you get them to say.”* Your success as a facilitator depends far more on motivating members to complete their preparatory work and engage in honest dialogue than on anything you personally say in the room.

Tips for Avoiding a Teaching Role

- **Limit Your Speaking Time** — Bible Study Fellowship trains its leaders to speak for only about 15% of the group’s discussion time. In a 60-minute session, that is roughly 9 minutes of facilitator talk time.
- **Encourage Questions, Not Answers** — When a participant asks for your opinion, try responding with: “That’s an interesting point — what do others think?”
- **Prompt Group Reflection** — When the room goes quiet, ask a reflective question that connects the topic to members’ own lives and faith journeys.

Essentials of Active Listening

- **Key Principles** — Active listening means fully concentrating on what is being said, not simply waiting for your turn to speak. Listen for the emotions and needs behind the words.
- **Practical Techniques** — Use reflective listening — paraphrasing what someone has shared to confirm your understanding. A simple “It sounds like you’re saying...” goes a long way toward helping the speaker feel understood.
- **Avoiding Pitfalls** — Resist jumping to conclusions or offering unsolicited advice. Your goal is to create a safe space where everyone feels free to express their thoughts honestly.

Asking Questions That Foster Engagement

- **Types of Questions** — Understand the difference between open-ended and closed-ended questions. Open-ended questions invite deeper reflection; closed-ended questions tend to shut a conversation down quickly.
- **Examples of Effective Questions** — Prepare a short list of questions that prompt sharing, such as, “How has this passage shaped your understanding of God’s faithfulness?”
- **Follow-Up Techniques** — A thoughtful follow-up question often unlocks far more than the original question did. Don’t be afraid to gently dig one layer deeper.

Encouraging Group Participation

- **Creating a Safe Environment** — Establish simple ground rules around respect, confidentiality, and kindness. When members trust that their thoughts will be honoured, they participate far more freely.
- **Strategies to Foster Participation** — Gently invite quieter members to share directly, or use smaller breakout discussions where speaking up feels less intimidating.
- **Handling Disagreements** — Model respectful dialogue and remind the group that differing perspectives — held with grace — can deepen rather than damage a discussion.

Building Relationships and Caring for Members

- **Beyond the Sessions** — A simple message or phone call between sessions communicates that members are valued well beyond the weekly meeting.
- **Practical Ways to Show Care** — Small gestures — a birthday card, following up on a prayer request, offering practical help during a hard week — build a nurturing, family-like atmosphere.
- **Modelling Love and Support** — Demonstrate Christ-like patience and kindness in every interaction. Your example often teaches more than your words.

Group Dynamics and Troubleshooting

- **Understanding Group Stages** — Groups typically move through forming, storming, norming, and performing. Recognizing which stage your group is in helps you respond to its evolving needs with patience rather than alarm.
- **Dealing with Common Challenges** — Prepare in advance for common dynamics — a member who dominates the conversation, or one who stays silent — and have a few gentle redirection strategies ready.
- **Seeking Guidance** — Do not hesitate to seek advice from an experienced leader or pastor when you encounter a challenge you are unsure how to navigate. Asking for help is a strength, not a weakness.

Tools and Resources

- **The Participant's Resources** — Become thoroughly familiar with the resource book, video clips, and participant guide. Together, these explain what participants can expect from each session — and from you.
- **A Good Watch** — As a facilitator, you set the pace. Like a conductor leading an orchestra, your role is to give everyone a fair opportunity to share while keeping the overall session within its agreed time.
- **A Notepad or Simple Notes System** — The quality of your ministry depends heavily on the quality of your communication. Keep a simple record of what members share so you can follow up meaningfully. At the end of each encounter, ask God to remind you of what you need to remember and how you may follow up.
- **About Technology:** To keep this study simple and free of unnecessary administrative overhead, it is designed to use the least technology possible.

About Administration

- Create and manage the online registration system. Registration closes 7 days before the study begins.
- Send each participant a registration confirmation, including a link to the self-study guide, the optional PDF book and the facilitator's contact information.
- Keep a simple record of all participants' contact information.
- For virtual groups, use an online meeting platform you are comfortable with, such as Zoom, Google Meet, or Microsoft Teams.

Facilitator Tip: Use a permanent meeting link that does not change from session to session and send it in your very first communication. Search YouTube for short tutorials on creating a permanent meeting link for your chosen meeting tool.

-

Process

Initiation

Your initial contact is vital. It sets the tone for your entire relationship with each member. Once you have your group list, take time to connect personally with everyone on it.

- Send a confirmation email as a good starting point
- Follow up with a phone call to build a personal, vocal connection; confirm they received your confirmation email; confirm they have downloaded the study guide and resource book; answer any outstanding questions; and commit to praying for any special needs they share.

Facilitation

- Before each lesson, go through the material as if you were one of the participants.
- Follow the study guide as closely as possible — it is designed to help your group know what to expect in every session.
- Take note of any personal needs or challenges that may call for one-on-one follow-up.
- Remind the group of the topic and time of the next lesson, and close in prayer on time.

Post-Lesson Activities

- Follow up on anything you noted during the session that needs a one-on-one touch.
- Pray for each group member by name.
- Make a personal contact. As the Lord leads, be sensitive to individual preference — for some, a phone call; for others, an email or a text.
- A day or two before the next lesson, send a reminder email (see the Appendix) listing the expected homework, providing the online meeting link, and asking participants to let you know if they will be absent or late.

Your Self-Care as a Facilitator

Shepherds need shepherding, too. You cannot pour out what you have not first received.

- **Avoiding Burnout** — Caring for your own spiritual and emotional well-being is essential, not optional. Prioritize personal prayer and time to recharge.
- **Setting Boundaries** — Healthy boundaries allow you to balance your facilitation responsibilities with the rest of your life, so you can serve sustainably rather than running on empty.

- **Maintaining Spiritual Growth** — Keep investing in your own relationship with God. A facilitator who is being filled is far better equipped to help others find living water.
- **Resource Library** — Make use of the available library of study guides, video links, and supplementary materials — they are there to equip you to lead well.

Ongoing Support and Development

- **Continued Learning** — Take part in workshops, webinars, or online forums for facilitators. Lifelong learning sharpens your skills and brings fresh ideas to your group.
- **Feedback and Improvement** — Use a simple survey to gather honest feedback from your group — it will help you grow and better serve future groups.
- **Regular Check-Ins** — Set up a rhythm of regular check-ins with your pastor or mentor for discussion, support, and encouragement.

THE SMALL GROUP EXPERIENCE

A Facilitator's Road Map

A Key Principle for Every Session

Every session assumes that each participant has completed their personal self-study beforehand — read the chapter, watched or listened to the deep-dive podcasts, and worked through the reflection and application questions in their study guide.

Your role is not to cover the material. It is to draw out what God has already been doing in each person through their private preparation. The quality of your group's conversation will be directly proportional to the quality of their individual preparation. **Communicate this expectation warmly during your kick-off session.**

The Five-Part Session Skeleton

Every session — except the Kick-Off and Final Session, which have their own outlines below — follows the same five-part structure. This consistency is intentional: when participants know what to expect, they settle in faster and engage more deeply.

THE FIVE-PART SESSION SKELETON — 60 Minutes

1. **Check-in and Opening Prayer** — 3–7 minutes
2. **Chapter Overview Video** — 5–7 minutes (Optional)
3. **Group Sharing from the Reflection Section** — 12–15 minutes
4. **Application Questions Discussion** — 20–25 minutes
5. **Closing Prayer** — 5–7 minutes

1. Chicken and Opening Prayer (3–7minutes)

A simple but genuine **“How are you really?”** is a critical start with every conversation and the start of every session. Encourage one or two members to share about the events of the past week. If no one volunteers, you may ask, **“On a scale of 1-5, how are you really, how are you feeling and coping physically, emotionally, and spiritually?”**

Open with a short, unhurried prayer. Ask God to lead the conversation, soften hearts, and let His Spirit do what no facilitator can do. Keep it simple and sincere — this is not a performance. If your group is comfortable doing so, invite a member to open in prayer from the second session onward. This builds ownership and deepens the group’s prayer culture.

Facilitator Tip: Resist the temptation to pray for everything and everyone at this point. Save the deeper, personal intercession for the closing prayer. The opening prayer sets a tone — that is its primary purpose.

2. Chapter Overview Video (5–7 minutes) (Optional)

Play the short overview video for the chapter being discussed. While it is optional, the video serves two important functions: it re-centres the group on the chapter’s core ideas, and it gives latecomers or less-prepared members a graceful on-ramp into the conversation.

After the video, pause for a few seconds of quiet reflection before opening the discussion. Do not rush this transition.

Facilitator Tip: Cue the video before the session begins. A fumbled technology moment at the start of a session costs more than time — it costs momentum.

3. Group Sharing from the Reflection Section (12-20 minutes)

This is the heart of the session. Invite members to share what surfaced during their personal self-study — their responses to the Jesus questions, anything that surprised them, anything that stirred resistance, and anything they sensed God saying to them. Begin with a simple, open invitation:

“As you worked through this chapter, what stayed with you most — something that resonated, something that challenged you, or something you’re still sitting with?”

Let the sharing flow naturally. Your role here is to listen, affirm, and occasionally ask a follow-up question that helps a member go deeper. Resist the urge to comment on every contribution. Silence is not failure — it is often the sound of people thinking honestly.

Facilitator Tip: If the group is slow to open up in early sessions, share something brief and genuine from your own reflection first. Vulnerability from the leader gives others permission to be real. Keep your own sharing to 2–3 sentences — you are opening a door, not filling the room.

Suggested follow-up questions for this segment:

- Can you say a little more about that?
- How does that connect to where you are right now?
- Did anyone else find themselves in a similar place?
- What do you think God might be saying to you through that?

4. Application Questions Discussion (20–25 minutes)

Move the group from reflection to response. Ask the Lord to help you select 2–3 application questions from the study guide for this chapter — not all of them. Choosing fewer questions and discussing them more deeply will always produce better results than rushing through every question on the page.

Before the session, pray over the application questions and ask God which ones are most likely to move your particular group from insight to action. Prioritize questions that are concrete, personal, and forward-looking.

Facilitator Tip: Always close the application discussion by inviting members to share their “This Week” commitment. This single habit — making the commitment public — is the most powerful accountability tool in the guide. When members know they will be asked at the next session how they followed through, they follow through.

5. Closing Prayer (3–7 minutes)

Close each session with personal, caring intercession for one another. This is where the group’s pastoral heart is most visible — and where community is most deeply formed.

Invite members to share one prayer request — brief, personal, and specific. Then pray together. You may pray for all requests yourself or invite members to pray for one another. Both approaches work well; the second builds deeper community over time.

Facilitator Tip: Keep a simple record of prayer requests and follow up personally during the week. A brief message that says “I prayed for your situation this week” does more for group belonging than almost anything else you can do between sessions.

The End: End with a brief, forward-looking encouragement that connects to the next session’s topic, and remind the group of their homework.

SUGGESTED SESSION OUTLINES

Facilitator Tip: The following suggested outline is not a prescription. It is a simple draft to guide your planning. With experience, you will learn to be sensitive to your group dynamics. Most importantly, be sensitive to the holy spirit who has called you to this very important role.

Session 1 — Kick-Off

Purpose:

To welcome the group, establish trust and covenant, and set the tone for the journey ahead.

Assumed Preparation:

Participants have downloaded the study guide, read the Introduction, and completed the Kick-Off self-study exercises — including the opening Jesus questions and their personal prayer.

KICK-OFF SESSION — 60 Minutes

- **Welcome and opening prayer** — 5 minutes
- **Icebreaker** — 10 minutes
- **Overview: How the study works** — 7 minutes
- **Group Member Agreement** — 3 minutes
- **Personal stories — “What is Your Story?”** —20 minutes
- **Sharing from the Kick-Off self-study** — 10 minutes
- **Closing prayer and homework for Session 1** —5 minutes

Facilitator Notes — Kick-Off

- **Welcome and Opening Prayer** — Warmth matters enormously in the first session. Greet members by name. Express genuine gratitude that they are there.

Open with a short prayer that acknowledges this is a significant season of life and that you are trusting God to lead the group.

- **Icebreaker** — Use a simple, low-stakes question that invites warmth and light humour. For example: *“If you could live anywhere in the world for one year during your freedom years, where would it be and why?”* This is not a deep question — it is a door-opener.
- **Group Member Agreement** — Read through the Group Member Agreement together and give members a moment to sign. Do not rush this — the covenant is the foundation of group safety.
- **Personal Stories** — Invite each member to share their story in 2–3 minutes using the prompt from the study guide: “Each of us carries an important story that has shaped where we are today.” Keep a gentle eye on the clock — stories have a way of expanding.
- **Kick-Off Self-Study Sharing** — Ask one or two members to share what they wrote in response to the Jesus questions: “Why do you want to do this study?” and “What would you want Jesus to do for you through this study?” These responses often set a beautiful, honest tone for the whole journey.
- **Homework** — Read Chapter 1, watch or listen to the overview, and complete the Chapter 1 self-study in the guide before Session 1.

Session 2–5 — Chapter Sessions

Purpose:

To engage the group in honest reflection and practical application of each chapter’s content, moving from personal insight to community learning to real-life commitment.

Structure:

Follow the Five-Part Session Skeleton, using the chapter-specific video links and related questions from the self-study guide. Each chapter session follows the same rhythm — consistency helps members settle and engage more deeply week by week.

Facilitator Tip: Take 3–5 minutes to briefly check in on the “This Week” commitment members made in the previous session. A simple “How did it go this week?” reminds the group that this study is not just about learning — it is about changing.

Session Bonus — Appendix Content

Purpose:

Provide added flexibility and an opportunity to cover one or more of the materials provided in the Appendix section of the participant's guide and the Freedom Years book, including:

- The Four Spiritual Laws
- Letter to Our Children
- A Calling for All (From the Self-Study notes)

How to Use This Session:

This applies if your group wishes to continue past session 5. By now, your group members are familiar with each other, and you can afford added flexibility in content, structure, and creativity when dealing with the material provided in the appendix. You may:

- Select one of these topics for discussion.
- Divide your discussion time and deal with two or all three topics.

Session Final — Celebration, Review

Purpose:

To celebrate what God has done, consolidate what has been learned, and commission members toward continued growth and service.

FINAL SESSION — 60 Minutes

- **Check-in Opening prayer of thanksgiving** — 3-7 minutes
- **Celebration: What has God done?** — 20 minutes
- **Review: What is the most important thing I am taking away?** — 15 minutes
- **Next steps: Where do I go from here?** — 10 minutes
- **Commissioning prayer** — 10 minutes

Facilitator Notes — Final Session

- **Opening Prayer of Thanksgiving** — This prayer should feel different from every other session's opening prayer — more reflective, more grateful. Take a moment before you pray to briefly name what you have witnessed in the group over the weeks. Then offer the group to God with gratitude.

- **Celebration — What Has God Done?** — Invite each member to share one specific answer to the prayer they wrote in their Kick-Off self-study: “You wrote a prayer at the beginning of this journey. Has God answered it — fully, partially, or in ways you didn’t expect? What has He done in you through this study?” Allow generous time for this. It is the most important conversation of the final session.
- **Review — What Am I Taking Away?** — Ask each member to share the single most important lesson, insight, or decision that has come from the study. Encourage specificity — not “I learned a lot” but “The one thing I am carrying with me is...”
- **Next Steps — Where Do I Go From Here?** — Guide a brief discussion around three questions:
 1. What is the hardest challenge you see going forward?
 2. How can the others in this group support you going forward?
 3. Is there someone in your life you want to share this resource with?

This last question is important — it invites members to become multipliers, extending the reach of the study beyond the group.

- **Commissioning Prayer** — Close with a prayer that is less a petition and more a sending. Pray for each member by name. Speak specific encouragement over each one — what you have seen God doing in them during the study. This final prayer is often the moment members remember longest.

Facilitator Tip: Consider marking the final session with a simple gesture of celebration — a shared meal, a card, or a small token. The freedom years are worth celebrating. So is the courage it takes to examine them honestly in community.

Appendix — Communication Email Samples

Facilitator Tip: These email templates are provided to save you preparation time. Adapt the tone and details to fit your own voice.

Registration Confirmation

Subject: Registration Confirmation — Welcome to Your Freedom Years Study

Greetings (Name),

Thank you for registering for Your Freedom Years! We're excited to embark on this journey with you as we share, pray, and learn together.

If you have not done so, download your Freedom Years book at <https://www.caregiverscommunity.ca/data/FY.Book.pdf> as well as the self-study guide at <https://www.caregiverscommunity.ca/data/FY.Sguide.pdf>. These resources are designed to help you get the most out of our time together.

We aim to create an informal, supportive environment. Please take a moment to review the Small Group Process and the Member Agreement and Guidelines that you will see in your self-study guide.

You are in our prayers this week. If you have any questions or need assistance, please feel free to call.

Yours in Christ's service,

Your Name

Phone 055-XXX-XXXX

Session One: Kick-Off

Subject: Session One: Kick-Off — (Day, Date, Time)

Blessings to you (Name),

We hope you had a great week!

"Add your personal note..."

For our next session, we plan to start at (time, sharp). Here is your meeting link: [your meeting URL]. Please let us know if you're unable to attend or think you'll be running late.

In preparation, please complete the Kick-Off exercises in your study guide.

We are here to help, so please feel free to call us anytime.

Yours in Christ's service,

Your Name

Phone 055-XXX-XXXX

Session Two: What Are the Freedom Years

Subject: Session Two: What Are the Freedom Years — (Day, Date, Time)

Blessings to you (Name),

We hope you had a great week!

“Add your personal note...”

For our next session, we plan to start at (time, sharp). Here is your meeting link: [your meeting URL]. Please let us know if you're unable to attend or think you'll be running late.

In preparation, please read Chapter 1 (What Are the Freedom Years) in your Freedom Years book and complete the Chapter 1 self-study guide.

We are here to help, so please feel free to call us anytime.

Yours in Christ's service,

Your Name

Phone 055-XXX-XXXX

Session Three: How to Live Life to the Full

Subject: Session Three: How to Live Life to the Full — (Day, Date, Time)

Blessings to you (Name),

We hope you had a great week!

“Add your personal note...”

For our next session, we plan to start at (time, sharp). Here is your meeting link: [your meeting URL]. Please let us know if you're unable to attend or think you'll be running late.

In preparation, please read Chapter 2 (How to Live Life to the Full) and complete the Chapter 2 self-study guide.

We are here to help, so please feel free to call us anytime.

Yours in Christ's service,

Your Name

Phone 055-XXX-XXXX

Session Four: Pathway to Purpose

Subject: Session Four: Pathway to Purpose — (Day, Date, Time)

Blessings to you (Name),

We hope you had a great week!

“Add your personal note...”

For our next session, we plan to start at (time, sharp). Here is your meeting link: [\[your meeting URL\]](#). Please let us know if you're unable to attend or think you'll be running late.

In preparation, please read Chapter 3 (Pathway to Purpose) and complete the Chapter 3 self-study guide.

We are here to help, so please feel free to call us anytime.

Yours in Christ's service,

Your Name

Phone 055-XXX-XXXX

Session Five: How to Finish Well

Subject: Session Five: How to Finish Well — (Day, Date, Time)

Blessings to you (Name),

We hope you had a great week!

“Add your personal note...”

For our next session, we plan to start at (time, sharp). Here is your meeting link: [\[your meeting URL\]](#). Please let us know if you're unable to attend or think you'll be running late.

In preparation, please read Chapter 4 (How to Finish Well) and complete the Chapter 4 self-study Guide.

We are here to help, so please feel free to call us anytime.

Yours in Christ's service,

Your Name

Phone 055-XXX-XXXX

Bonus Session:

Subject: Bonus Session: Caring for Caregivers — (Day, Date, Time)

Blessings to you (Name),

We hope you had a great week!

“Add your personal note...”

For our next session, we plan to start at (time, sharp). Here is your meeting link: [your meeting URL]. Please let us know if you’re unable to attend or think you’ll be running late.

In preparation, please review the “appendix material in the Freedom Years Book and self-study Guide.

We are here to help, so please feel free to call us anytime.

Yours in Christ’s service,

Your Name

Phone 055-XXX-XXXX

Final Session: Celebration and Review

Subject: Final Session: Celebration and Review — (Day, Date, Time)

Blessings to you (Name),

We hope you had a great week!

“Add your personal note...”

For our next session, we plan to start at (time, sharp). Here is your meeting link: [your meeting URL]. Please let us know if you’re unable to attend or think you’ll be running late.

In preparation, please review your notes, your “This Week” commitments from previous sessions and be prepared to share anything the Lord may bring to your mind.

We are here to help, so please feel free to call us anytime.

Yours in Christ’s service,

Your Name

Phone 055-XXX-XXXX