



Track Director (TD)

WELCOME & ANNOUNCEMENTS CHECKLIST

Opening 1st Session:

- Welcome! (Icebreaker - Where are you from, New to Dunamis Project etc.)
- Please silence or turn off your phones
- Pray: for God's blessing over the event
- Worship

Introduce each member of the Leadership Team, with a brief explanation of their role:

- Track Director-- Responsible/buck stops here
- Administrator-- Finance/Registration; logistics; facility, etc
- Hospitality - Hugs; comfort; support
- Tech - Sound & Projection etc.
- Lead Intercessor:
 - Describe intercessors "on the wall" and what they're doing
 - Describe what is meant by the "praying hands" sticker
 - Invite people to speak with Intercessory Lead if they would like to try intercession
- Personal Prayer Ministry:
 - If you're struggling with hearing the teaching, entering into Worship, book an appt.
 - limited times/appts.
- Worship Leader - Worship 😊
- Teachers will introduce themselves later

At points throughout the event, we will be taking pictures/video.

- If you would prefer to avoid being in photos, please speak to TD and we'll do our best to honour this. (Permission given with Registration).

Dunamis is a faith-based ministry, which means that we do not charge for ministry.

- The Registration fee that you paid was simply to cover food, accommodation, and facility costs. Later during the event you will have an opportunity to partner with us to advance the vision God has given us.

Directions in the building: parking, access, bathrooms, meals

- Summarize pertinent info about schedule/manuals - subject to change at the leading of the Holy Spirit.
- Book table - Speak to _____



Morning Announcements (each morning):

- Please silence or turn off your phones
- Frame the day (teaching content/schedule)
- Reminders
- Relevant to your situation e.g., sign up for Prayer Ministry if needed
- Opening Prayer, followed by Worship

Noon Announcements (right before lunch):

- Options for the time after lunch: The Walk, Personal Prayer Ministry, rest
- Prayer for lunch

Afternoon Announcements (right after lunch):

- Please silence or turn off your phones
- Reminder of schedule, e.g., supper time is _____

Evening Announcements (before or after Word & Worship):

- An optional debrief will follow this, for anyone who has questions or comments
- Morning Prayer begins at _____ am tomorrow, and we officially begin the day at ____ am with worship
- Pray for God's blessing and protection for our sleep



Leadership Team Matters

Leadership Team meeting at the start of the event (Wednesday afternoon):

- Devotions
- Frame the event (aka, explain the schedule) to ensure clarity among the team
- Does anyone have any questions or remaining concerns about their area of focus?
- Explain the process for communication e.g., role of *WhatsApp*, during this event
- Pray as a team for each team member, for God's anointing for the event (bring oil)
 - Who will be the Demo of this practice during the opening session (Worship, Teacher?)
 - Worship & Hospitality might need to be finished first
 - Tech, Administrator, Lead Intercessor, Prayer Ministry, TD, Teachers

Leadership Team Meetings/Check-ins

- Check-in as to how everyone is doing; anyone need prayer.
- In morning – What happened at Morning Prayer that speaks to the Day
- Report from Intercessors
- Check for any feedback from teaching and lab times
- Discern about schedule and including the “things that need to happen at some point”.
- Pray

Things that need to happen (at some point during the event):

- Dedication or re-dedication to Jesus Christ as Lord
- Story of One (usually day before the Offering or part of it) – choose someone ahead so they can prepare.
- Vision & Offering Presentation
- Prayers for Empowerment

