



Marketplace Bible Study Checklist

Before You Start

- Pray for direction & confirmation
- Enlist a committed partner
- Select a topic, book, or guide
 - Examples: "40 Days of Purpose"
 - Book of John
 - "Fruit of the Spirit"
 - "God's Word: Power to Shape Your Life"
- Let others know what you are up to; ask for prayer cover
- Set date / time (ex: Lunchtime every other Wed)
 - Use employer time wisely (ex: 12:10 to 12:50 over lunch)
 - Reserve meeting place (preferably with minimum of distractions)
- Start inviting; have people respond by certain date
 - Face to face, phone, email (bcc if needed + disclaimer to be removed from distribution)
 - When someone accepts, let them know how happy you are they will join you
 - Put invite in their electronic calendar if appropriate

Leading up to Meeting

- Order books if necessary & distribute
- Pray for each person by name; ask God to use your time to touch each person's heart
- Prepare for your meeting
 - Review materials, write down responses, read scripture, be ready to answer questions
- Send friendly reminder day before or day of meeting

Meetings

- Greet each person at the door; set the mood
 - Each person is taking a BIG step to be there, make them feel welcome & comfortable
- Provide a 'safe' setting where members can open up & share
 - Start with intros, prayer, & praise reports if appropriate; use an ice breaker if needed
 - Keep track of time & stay on schedule; use Godly wisdom in tangents
 - Recognize that it's OK to deviate from your plan to support, encourage, etc.
 - Be patient after asking questions -- a few seconds of silence is ok
 - Affirm responses: "Thanks", "That's a great answer", "Anyone else want to respond?"
 - Occasionally break into smaller group for brief discussion
- Encourage people to apply what you've covered; ask "How is this going to change your life?"
- Ask for prayer requests; end in prayer

Follow-up

- Pray
- Call members between meetings as God identifies or to simply stay connected
- Consider fellowship opportunities
- Send survey after each complete study; review with your co-leader to determine next steps
- Rotate leaders now & then to build future leaders, help them grow, & share their faith/gifts

Bible Study Survey

Please carve out 5 minutes to complete this questionnaire. Send to _____ by _____.

1. What best describes your interest?
 I want to participate regularly
 I want to participate occasionally and/or in special events
 I do not plan to participate (Do not complete remainder of survey)

2. What are your preferences? (Check one)
 - a. Participation
 Lecture-oriented
 Participatory, interactive discussion
 Blend of both

 - b. Outside Preparation
 None
 Manageable amounts (10-20 minutes per session)

 - c. Frequency
 Weekly with occasional breaks Every other week Monthly

 - d. Best day (rank from 1-5, with 1 being the best)
 Mon Tues Wed Thurs Fri

 - e. Best time (rank from 1-4, with 1 being the best)
 Before work Over lunch Right after work Evening

 - f. Approach (check all that interest you)
 Discussion focused on applying God's Word in my life
 Discussion focused on how to help others find salvation
 Fellowship
 Prayer
 Other (please describe) _____

3. What topics interest you most?

4. What do you like most about the current approach?

5. What do you like least about the current approach?

6. Other comments?