



SEMINAR HOST PACKET
GROWING A MOVEMENT OF DISCIPLE-MAKERS

Thank you for your interest in hosting Sonlife's Foundations Seminar. Our Host Packet provides the blueprint you need for hosting the Seminar. It is our hope that this training will play a significant role in your overall strategy for building a ministry that multiplies disciples who make disciples. If you have further questions, please contact our Operations Manager.

Seminar Overview

Jesus built a Disciple-Making ministry in His 3 1/2 years that are recorded in the Gospels. During the first 18-21 months of Jesus' ministry, He laid an important FOUNDATION that would allow disciples to be made and multiply. A careful study reveals six foundational priorities that became the building blocks for Jesus' Disciple-Making ministry. As ministry leaders and churches implement these six foundational priorities, they will be on their way to building a healthy disciple-making ministry like Jesus!

During the Foundations seminar, we will explain and help implement Jesus' foundational priorities of:

- Holy Spirit Dependence
- Prayerful Guidance
- Obedient Living
- Word-centered
- Exalting the Father
- Relationships of Love and Integrity

The seminar will take an extensive Scriptural look at each of these priorities, highlighting for each the:

- Pattern of Jesus
- Principles of Jesus
- Practices of Jesus

The seminar includes information, instruction, and implementation, lending itself to be very practical for ministry leaders to bring their ministry team. Leaders and teams are given opportunities to plan and set goals for implementing the priorities of Jesus in their own life and in their ministry.

Seminar Host Agreement

Sonlife asks for the host ministry to complete an online agreement- <https://goo.gl/vV71GA>. A completed agreement by the host ministry will secure the trainer & training date. There is no deposit required to host an event.

The host ministry agrees to the following:

- The host church is responsible for the travel expenses of the trainer. Trainer will contact you with specific costs involved (airfare, milage, gas etc.).
- Provide lodging and meals for the trainer at the host's expense.
- Provide a room for the training event.
- Use the training event to advance disciple-making in their own ministry.

Time Commitment

The seminar is designed to take 6 hours, but it can be done in 4 (we recommend the 6 hour format for best transformation and implementation).

Suggested 6 Hour Schedule:

8:00-8:30 - Registration & Check-in 8:30-9:30 - Session 1
9:30-9:45 - Break
9:45-11:05 - Session 2
11:05-11:20 - Break
11:20-12:40 - Session 3
12:40-2:00 - Lunch
2:00-3:30 - Session 4
3:30 - End

Suggested 4 Hour Schedule:

8:00-8:30 - Registration
8:30-9:40 - Session 1
9:40-9:55 - Break
9:55-11:10 - Session 2
11:10-11:25 - Break
11:25-12:30 - Session 3
12:30 - End

Refreshments

Sonlife encourages, but does not require, the host ministry to provide refreshments during the registration and break times during the seminar.

Volunteers

We ask the host ministry to provide two volunteers, one to help emcee the training and the other to help with check-in.

Facilities

We ask the host ministry to provide a room for the training free of charge. The ideal space would accommodate attendees in sit in around circle tables. We ask the following items to be provided for the training room:

- Screen projection (either projector & screen or large TV)
- Wireless and handheld mic (if using larger room)
- Music stand/small podium
- Whiteboard and dry erase markers (if available)
- 2 stools (if available)
- Wifi password for the trainer (if available)
- Two 8 ft Tables for check-in and Sonlife resources

Hosting Your Trainer

If travel requires, we ask the host ministry to provide lodging and meals for the trainer. The host ministry may choose to book a hotel room or house the trainer in someone's home. Please keep in mind the privacy and comfort of our trainer.

Sonlife Responsibilities

Once Sonlife has received the completed Seminar Host Agreement we will:

- Secure a trainer for the event
- Secure travel arrangements for the trainer
- List the Seminar on our event page, if an open/public event

Registration

For open/public events, Sonlife will manage registrations. Sonlife will update the host ministry on registration numbers beginning one month before the event and every week until the day before. For closed/private events, the host will manage registrations.

Promotion/Marketing

Sonlife will provide promotional materials to the host ministry (poster, promo card, slides and logo). The hosting ministry is encouraged to distribute the promotional materials.

Materials

Sonlife will ship training manuals directly to the host ministry. This shipment should arrive 2 days before the training date.

Attendee Payment

For open/public events, attendees register online \$25 pp and pay with a credit card via the Sonlife events website. On the day of the event, walk-in attendees may pay with cash or check (made payable to Sonlife).

For closed/private events, the host ministry may pay Sonlife via check or credit card for the total number of attendees (\$25 pp).

Sonlife Contact Information

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