Serving Team Huddle Guide — Template

MAYFLOWER CHURCH

Serving Team Huddle Guide

Streamline System 06 — Sunday Morning Pre-Service Huddle: Use, Template, and Example

April 2026

About the Huddle

Purpose

The Sunday morning huddle exists for one small and important reason: every volunteer serving on a given morning gets the same picture of what is happening, the same chance to ask questions, and the same prayer over them before the service begins. Five to ten minutes of alignment turns ten or fifteen people in different rooms into one team.

Who, When, Where

- **Attendees:** All volunteers serving in any role for that morning's service — First Impressions, Hospitality, Audio-Visual, Nursery, Worship Team, Scripture Reading, ushers, and any rotating roles.
- **When:** Every Sunday at 9:35 a.m., before the morning service.
- **Where:** Briggs Memorial Hall.
- **Led by:** The First Impressions Team Leader.
- **Length:** Brief. Long enough to align, answer questions, and pray; short enough that no one is rushed into their role.

The Flow

The First Impressions Team Leader runs the huddle in this order each week:

1. **Welcome and brief connection.** Greet the team. Thank them. Notice who is here.
2. **Review the service plan.** Walk through what is happening this morning, in what order. Name service-specific notes — a guest speaker, a baptism, a planned sermon emphasis the team should know about, a known logistical wrinkle.
3. **Questions answered.** Anything the team needs clarified before the service begins.
4. **Walk through this week's Huddle Guide and pray.** The Pastor sends a Huddle Guide for each sermon early in the week prior. The Guide has a stable form (below) — three things for the team to carry into the morning. The leader reads through the Guide with the team and prays accordingly: for the ministry of the teams serving and for the whole service.
5. **Send into the morning.** End on time. Get the team to their posts.

About This Guide

The Serving Team Huddle Guide is created by the Pastor with each sermon and sent to the First Impressions Team Leader early in the week prior to the service. The structure is stable, week to week — three named points (Pray, Engage, Expect God to do great things) with an opening welcome and a closing send. The content under each point is fresh, drawn from that Sunday's sermon and what the Pastor is asking God to do in the room.

Because the form is stable, anyone — a guest preacher, a substitute pastor, or a future Senior Pastor — can fill it in without inventing a format. That is the point of writing it down.

If the Pastor Is Unavailable

When a guest preacher or substitute is preaching, that preacher (or the Senior Pastor in advance, if known) drafts the Guide using the template below. If no Guide arrives by Saturday, the First Impressions Team Leader runs the huddle in the standard flow above and prays from the sermon passage directly. The huddle never stops because the Guide did not.

The Template

What follows is the stable structure of the Serving Team Huddle Guide. The constants (opening line, three named points, closing line) stay as written. The bracketed instructions show what to fill in each week, anchored to that Sunday's sermon.

Type the sermon title and passage where indicated, then write 3 to 5 sentences under each of the three named points. The closing line is constant. Send to the First Impressions Team Leader by mid-week.

Serving Team Huddle Guide
[Sermon Title — Passage Reference]
———
Good morning, team. Thank you for being here to serve today. Before we head to our posts, here are three things to carry with you this morning.
Pray. *[Three to five sentences. Connect this morning's sermon to specific prayer points for the people walking through our doors today. Name what God might be doing in the room — the first-time visitor, the long-time attender still waiting on a word from God, the family in a hard season. Anchor the prayer in the sermon text.]*
Engage. *[Three to five sentences. Use a sermon image, character, or moment to call the team to active engagement — looking for the person standing alone, the family unsure where to go, the visitor scanning the room for a familiar face. Connect their faithful, behind-the-scenes serving to the way the gospel actually reaches people.]*
Expect God to do great things. *[Three to five sentences. Connect what God did in or through the sermon's text to what we believe God can do here, today. Be specific to Kingston, specific to this service. Expectation, not hype.]*
Let's pray together and then go serve with joy.

Notes on Filling In the Template

- **Length per point.** Three to five sentences. Long enough to land; short enough that the team can hold it in their head while they serve.
- **Anchored in the text.** Each point should rise out of the sermon. Pray prays the sermon's hope. Engage uses the sermon's imagery. Expect names what the sermon makes possible. The Guide is the sermon's rehearsal in the volunteers' bodies before the congregation hears it preached.
- **Specific to today.** Real people, real doors, real Kingston. The Guide is not a meditation; it is a deployment.
- **Constants stay constant.** The opening line, the three named point words (Pray / Engage / Expect God to do great things), and the closing line do not change. The team comes to recognize the rhythm. That recognition is part of the formation.

Worked Example

Below is the *Serving Team Huddle Guide* for **"Jesus Still Heals" — Acts 9:32–35**, reproduced as the Pastor sent it. It is included here so a future writer can see what a filled-in Guide looks like in practice.

Serving Team Huddle Guide
Jesus Still Heals — Acts 9:32–35

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Good morning, team. Thank you for being here to serve today. Before we head to our posts, here are three things to carry with you this morning.

Pray. This morning's sermon is about a paralyzed man who had been stuck on a mat for eight years — and the risen Jesus who healed him through the ordinary visit of an ordinary servant. Someone walking through our doors today may have been on their own mat for a long time. Pray that God would use this service to speak his healing word over them. Pray for the person who almost did not come, the one who is here for the first time, and the one who has been coming for years but is still waiting to hear Christ say, "Rise." Ask God to move powerfully through his Word and through our welcome.

Engage. Peter did not wait for Aeneas to come to him. He went to Lydda. He walked into the room. Today, you are the feet of Christ on this campus. Look for the person standing alone, the family that seems unsure where to go, the visitor scanning the room for a familiar face. Walk over. Introduce yourself. Show them they are seen. A warm greeting and a genuine conversation can be the very means by which the risen Jesus makes a house call to someone who has been lying on a mat.

Expect God to do great things. When Aeneas rose, the whole region of Lydda and Sharon turned to the Lord. One healing in one small town became a gospel movement across a thirty-mile stretch of coastline. Do not underestimate what God can do through one faithful Sunday in Kingston. The same Jesus who healed Aeneas is present in this room today. Expect him to speak. Expect him to heal. Expect lives to change — and expect that your faithful, behind-the-scenes serving is part of how he does it.

Let's pray together and then go serve with joy.

Notes for the Pastor or Guest Writer

- Send the Guide to the First Impressions Team Leader by mid-week of the week prior to the service.
- Plain-text or markdown is fine. The team will read it aloud, not print it.
- If the sermon shifts during the week, send an updated Guide. The huddle will use the latest version.
- Each point earns its place by being anchored in the sermon. If a point could have been written for any sermon, rewrite it for this one.

Notes for the Huddle Leader

- Read the Guide before Sunday morning. Do not see it for the first time at 9:35.
- Read it to the team verbatim where helpful, paraphrase where natural. The words matter; the rhythm matters more.
- Pray the Guide. The three points are not a devotional — they are a deployment. Pray the team into the morning.
- Keep the huddle to its time. Send the team out at or before the hour.

See Also

- *Mayflower Volunteer Chapter — April 2026* (BookStack, System 06) — for the full picture of how the huddle fits inside Mayflower's volunteer rhythms.
- *Mayflower Meeting System — April 2026* (BookStack, System 06) — for how the huddle relates to the broader meeting architecture.
- *Five Priority Ministries We Guard* (BookStack, System 01) — the huddle is a small but real expression of Priority 2 (the Lord's Day Gathering) and Priority 3 (Gospel-Driven Prayer).

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