

FIRST CHURCH LEADERSHIP WORKSHOP

July 27, 2025

**Included here are the documents used for the meeting,
which have been revised to include responses to comments
and questions from the workshop participants.**

August 20, 2025

Contents

1 Job Description and Tasks

2 Forming and Strengthening the Team

3 Facilitating Meetings

4. How, Who, When to Ask About What

Appendix A: Sample Questionnaire

Appendix B: Information and Guidelines
for Speakers

Appendix C: Event Planning Template