

Alpha Team Training Sample Schedule



Training Day #1: Alpha Essentials & Small Groups				
Sunday Afternoon	Weekday PM	Duration	Program	Notes
12:30 pm	6:30 pm	30 min	Meal / Dessert	If food is being served, please have this set up and ready for team members so that the session begins with them seated and ready to start.
1:00 pm	7:00 pm	10 min	Welcome & Opening Prayer	<p>Explain the goal of Alpha – providing a safe place for all people to learn, explore, ask questions, discuss, share opinions, make friends and have fun.</p> <p>Ask volunteers: How many here came to faith on Alpha? (show of hands) Ask them for a 1-word shout-out to describe their experience on Alpha.</p>
1:10 pm	7:10 pm	10 min	Team Activity	<p>Icebreaker suggestion: Find 3 things in common with someone you met for the first time today. First person to finish gets a prize!</p> <p>Goal: The team is engaged, having fun, collaborating, tapping into their natural and spiritual gifts, being creative, and relational.</p>
1:20 pm	7:20 pm	40 min	Team Training video #1: Essentials (21 min + discussion)	<p>Pause the video and discuss where prompted (2 pauses).</p> <p>Pause #1: Talk about your Alpha details--who, what, where, when (5 min) Share your vision for the intended experience - the greeting, atmosphere, meal etc. - this is what an Alpha should feel like.</p> <p>Think about it through the eyes of someone who has never been to your church (or any church!). Take nothing for granted. How do they know where to park? which door to enter? where are the bathrooms? Provide signs as well as greeters! Aim for at least 4 points of contact before guests take a seat at the table. People will decide in the first 30 seconds if they want to stay. First impressions are lasting!</p> <p>Pause #2: The 4 R's of Alpha (5 min) Which value stands out to you and why? How will you make this a part of your Alpha?</p>
2:00 pm	8:00 pm	5 min	Break	
2:05 pm	8:05 pm	55 min	Team Training video #2: Small Groups (30 min + discussion)	<p>Pause the video for discussion (3 pauses: 5 min, 5 min, 15 min)</p> <p>Pause #1: Role of Hosts & Helpers: discuss the roles and what you can do to make the experience more meaningful for a guest (5 min)</p> <p>Pause #2: How can hosts/helpers spark good conversation? (5 min)</p> <p>Pause #3: Small Group Exercise (15 min) a) determine roles b) pick a topic and discuss c) debrief</p>
3:00 pm	9:00 pm	15 min	Team Prayer	Pray: for the church to invite people to Alpha, for guests to accept the invitation, for Alpha teams to work in unity, for guests to experience authentic Christian community, for small group hosts to exercise grace and encourage open discussion, for the Holy Spirit to reveal Jesus to leaders & guests in a fresh new way!
3:15 pm	9:15 pm	5 min	Closing comments and next steps	<p>Thank your team for taking time out of their busy schedules. Add them to Alpha Builder so they will have access to the schedule, small group questions, videos etc.</p> <p>Let them know the dates of the next Training Day, Alpha start date and Alpha Weekend.</p> <p>Encourage everyone to invite one person to Alpha. Provide guest invitations if available.</p>

Training Day #2: Prayer Ministry (one week before the Alpha Weekend)

Sunday Afternoon	Weekday PM	Duration	Program	Notes
1:00 pm	7:00 pm	10 min	Welcome & Opening Prayer	Briefly explain the goal of an Alpha Weekend/Day away – a time away from regular routine to make friends, relax, have fun, and be open to an experience with God (for guests & leaders!) Share one or two positive, impactful stories about Alpha weekend experiences (or have a former Alpha guest share!).
1:10 pm	7:10 pm	40 min	Team Training video #3: Prayer Ministry (30 min + discussion)	This video explains the purpose of the Alpha weekend, spiritual gifts, and 3 key values. There are 2 pauses. Pause #1: Discuss your Alpha weekend details (who, what, where, when). 10 min. Pause #2: Spend some time praying for each other. (Do this after the explanation below.)
1:50 pm	7:50 pm	10 min	Ministry Time Explanation	Briefly explain that on the Alpha Weekend, after the talk “How can I be filled with the Holy Spirit?” there are no discussion groups. Instead there is a time to pray for guests. There is also a time of prayer ministry after the talk about healing, a few weeks later. Provide instruction about how your team will do prayer ministry.
2:00 pm	8:00 pm	15 min	Prayer Ministry	This is an opportune time to “practice” praying for others! Provide worship music in the background. Explain this is a time to wait on God, listen, invite him to speak. Explain what will happen next (eg. wait on God for a while individually, then pray for each other).
2:15 pm	8:15 pm	10 min	Closing	Thank your team members for coming and be available for questions and feedback after the session has ended. Remind them to check the Alpha Builder Team page for more info.

