



Huddle Start-Up Guide

Vision

"To see the endurance world impacted for Jesus Christ through the influence of athletes and coaches."

Mission

"To present to athletes and coaches, and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving Him in their relationships and in the fellowship of the church."

Core Values

Integrity, Serving, Teamwork, Excellence

FCA Endurance "Win"

Endurance athletes who are fully mature disciples of Jesus Christ.

Contents of this Guide:

Introduction:

Huddle Introduction..... p. 3
A Global Ministry..... p. 3

Huddle Leaders:

Introduction & Job Description..... p. 3
FCA Huddle Leader Criteria to Serve..... p. 3
FCA Endurance Expectations..... p. 4

Huddle Formation:

The Process – Summary Steps..... p. 5
The Process – Details..... p. 5

Resources Available..... p. 9
Huddle Launch Planning Sheet..... p. 10

Huddle Introduction & Definition:

“Huddle” is a term that FCA has used since 1966 to describe a certified small group Bible study/devotion for coaches and athletes. FCA Endurance Huddles are simply FCA adult Huddles (chapters) with an endurance focus. FCA Endurance Huddle are Biblical relational environments in which discipleship takes place through fellowship, Bible Study, and service/outreach.

Part of ONE Global Ministry:

FCA Endurance Huddles operate in a specific geographic location and have significant flexibility in programming, style, and administration. However, it is important to note that they are not a separate ministry in and of themselves. Rather, they are a small, yet significant, part of ONE global ministry team, made up of individuals and Huddles from around the world, united in purpose, strategy, and name.

Huddle Leaders: Intro & Job Description

FCA Endurance Huddle Leaders are first and foremost disciples of Jesus Christ. They are men and women committed to following Jesus, to being changed by Jesus, and to accomplishing the mission of Jesus. By definition, they are disciple-makers.

Within FCA Endurance, Huddle Leaders are ministry volunteers called and committed to making disciples of Jesus within their endurance community. Following the Biblical example of leadership, a Huddle Leader is a servant. Through their service, they intentionally create relational environments within their endurance communities where discipleship can take place.

Huddle Leaders: Criteria to Serve

Abbreviated from the FCA Ministry Leadership Application (MLA) for all FCA Ministry Leaders:

1. **Committed Christian** – you have accepted the challenge and adventure of receiving Jesus Christ as Savior and Lord, and are demonstrating this by walk and talk.
2. **Vision** – you will help FCA fulfill their Vision: “To see the world impacted for Jesus Christ through the influence of athletes and coaches.”
3. **Athletically Focused** – you are involved in the world of sport, have an athletic background, and/or understand that athletics is a powerful medium to impact the world for Jesus Christ.
4. **Influence** – you will use the gifts and talents that God has entrusted to you to be a Christ-like example in your relationships and be a Christian role model.
5. **Church** – you will be actively involved in a local church.
6. **Time** – you will be willing to invest time in ministering to athletes and coaches.

7. **Values** – your relationships will demonstrate steadfast commitment to Jesus Christ and His Word through Integrity, Serving, Teamwork and Excellence. Integrity – you will demonstrate Christ-like wholeness, privately and publicly. Serving – you will model Jesus’ example of serving. Teamwork – you will express your unity in Christ in all your relationships. Excellence – you will honor and glorify God in all you do.
8. **Grow** – you will seek God’s will with all your heart through prayer, Bible reading, and other spiritual disciplines.
9. **Minister** – you will encourage, equip and empower [endurance] coaches and athletes on the professional, college, high school, junior high and/or youth levels to use the powerful medium of sports to impact their world for Jesus Christ.
10. **10. Policies** – you will function within all the FCA policies, guidelines and authority structure.

Huddle Leaders: FCA Endurance Expectations

1. Meet all MLA requirements (above)
2. Be a FCA Endurance Teammate: You are personally involved in endurance ministry
3. Monthly Huddle Communication
 - a. Unite & Equip Huddle Members through a Monthly Update
 - i. A brief electronic group update
 - b. Contact new members within 48 hours
4. Bimonthly Gathering Opportunities (minimally 6 times per year)
 - a. Unite & Equip Huddle Members through regular Huddle Meetings
 - i. Includes Bible studies, service opportunities, socials, training, & more.
5. Remain connected to FCA Staff and other Endurance Huddle Leaders
 - a. Include local staff in monthly communication blasts
 - b. Be a member of the Huddle Leader Facebook Group

Huddle Formation: The Process

The steps for Huddle Formation are listed below. Details for each step follow the list.

1. Pray
2. Explore Huddles
 - a. Review the Huddle Guide & Website
 - b. Ensure Adequate Margin for Committed Service
3. Contact Your Local Staff Member
 - a. Set-up a phone call or meeting to explore launching a new Endurance Huddle
 - b. Find your staff member: <http://www.fca.org/quick-links/find-local-staff>
4. Certify the Leaders
 - a. Potential leaders complete FCA's Ministry Leadership Application (MLA)
 - b. Review your MLA and discuss Huddle formation with your local staff member
 - c. Local staff review and approve/deny MLA's
5. Prepare
 - a. Submit Draft Huddle Launch Plan to your local staff member
 - b. Recruit at least 2 other core Huddle members
 - c. Invest in the FCA Endurance Huddle Starter Kit (optional)
 - d. Submit Final Huddle Launch Plan
6. Certify the Huddle
7. Launch
8. Complete Discipleship Training in the first year of Huddle Certification

Huddle Formation: Step 1. Pray

Seek the Lord's will for you and your endurance community. Ask Him to affirm your calling, equip you for this role, and work through you as you serve.

Huddle Formation: Step 2. Explore Huddles

- a. **Review the Huddle Guide & Website:** Review the information necessary to make an informed decision about the organization you are exploring being a part of and what is expected of you as a ministry volunteer. Minimally, go through the content on our website (www.fcaendurance.org) and read through the entire Huddle Guide posted on our site.
- b. **Ensure Adequate Time Margin:** Serving as a Huddle Leader takes time and intentionality. While not overly exhaustive, successful impact often depends on demonstrated commitment over time. If you have 5 minutes a week, your Huddle will struggle to be fruitful. Do you have an hour a week to commit to building relationships, marketing the Huddle, communication, and planning? Prayerfully assess your availability and how much of a priority you can make serving. To experience joy and fruitfulness, you'll need to commit adequate time to serving those you desire to impact.

Huddle Formation: Step 3. Contact Your Local Staff Member

- a. **Set-up a Call or Meeting:** The Fellowship of Christian Athletes has staff members positioned around the country to develop and oversee FCA's ministries (Coaches, Campus, Community, and Camp) within their areas. Your local staff member will help you explore launching a new Huddle and be your primary contact as you serve. Schedule a time to connect with this individual to share your heart and desire, and to receive council regarding the best way to proceed in ministry together.
- b. **Find Your Local Staff Member:** <http://www.fca.org/quick-links/find-local-staff>

Huddle Formation: Step 4. Certify the Leaders

- a. **Complete a Ministry Leadership Application:** Any volunteer interested in representing FCA in an official capacity, including leadership roles such as an Endurance Huddle Leader, must have an approved Ministry Leadership Application (MLA) on file. The MLA allows FCA to get to know the applicant and ensures that our leaders are minimally qualified to lead and represent FCA in an official capacity. MLAs are submitted online here: <https://mla.fca.org/apply>
- b. **MLA Review and Approval Decision:** Once your MLA has been submitted, your local staff member should contact you in order to review your MLA and further discuss your role within FCA.

Huddle Formation: Step 5. Prepare to Launch

The following best practices will help you be successful in launching your new Huddle:

- a. **Submit a Draft Huddle Launch Plan.** The Huddle Launch Plan (p. 10) is a series of questions that will help you explore your local ministry opportunities and plan the action steps you'll take to impact your endurance community for Christ. Prayerfully complete this form and share it with your local staff member for feedback and support.
- b. **Recruit at Least 2 Other Core Huddle Members.** By definition, a Huddle is a group. Before you move forward, we want to be sure you've got some committed partners to join you in your Huddle efforts and activities. These core members do NOT need to be co-leaders (no MLA needed) but simply endurance athletes in your community who are committed to participating in Huddle activities. It is also encouraged that they be Teammates of FCA Endurance (www.fcaendurance.org/join).

- c. **Invest in the Huddle Starter Kit.** As you begin inviting others to join you in our mission, we encourage investing in a few resources that will help you succeed in sharing the vision and recruiting additional members. Suggested items in our starter kit are listed below:

| <u>Item</u> | <u>Qty</u> | <u>Cost Each</u> | <u>Total</u> |
|-----------------|------------|----------------------|--------------|
| Brochures | 50 | \$0.06 | \$3.00 |
| Web Cards | 100 | \$0.03 | \$3.00 |
| Tri Check-lists | 15 | \$0.15 | \$2.25 |
| Tattoos | 25 | \$0.05 | \$1.25 |
| Running Tracts | 4 | \$0.25 | \$1.00 |
| Tri Tracts | 4 | \$0.25 | \$1.00 |
| Team Bible | 1 | \$6.95 | \$6.95 |
| Bracelets | 30 | \$0.30 | \$9.00 |
| 3x6 Banner | 1 | \$45.00 | \$45.00 |
| | | | |
| Shipping (est.) | | | \$24.00 |
| | | | |
| FCA Cost | | | \$96.45 |
| Cost to Huddle | | | \$75.00 |

We invite the Huddle to cover \$75 of the cost of these resources. As a non-profit ministry dependent upon ministry donations for our operation, we need committed Teammates to invest financially in our work. This includes covering ministry resource costs. However, if helping cover these costs creates any financial hardships for the Huddle and its members, please contact your local staff member to discuss other available options. The contents of this starter kit can also be edited as desired by the Huddle Leader. Gifts to cover the costs of these resources can be made here: www.fcaendurance.org/donate

- a. **Submit Final Huddle Launch Plan:** After your coaching call, additional thought and prayer, and feedback from your core members; you should have a plan ready to execute. Submit this plan for any additional feedback and support.

Huddle Formation: Step 6. Certify the Huddle

When you're ready to launch and the above have all been taken care of, please contact your local staff person (same person who approved your MLA), requesting that they certify the Huddle.

Certification lasts 1-year and expires on July 31. Any Huddle certified after April 1 is certified through the end of the next year. **All certification costs are covered through FCA Staff budgets and generous FCA donors who support our mission financially.**

The last topic of Huddle certification is naming the Huddle. While we hate to squash creativity, we have established a pattern that helps us easily track endurance Huddles within the FCA database. As such, your Huddle will be named: "FCA Endurance – [fill in geographical area here]". Regarding the geographic area, you are free to choose whatever you wish, but we will refer to your huddle in terms that others will easily understand. For example, the "FCA Endurance - Inland NW" Huddle means something to those who live there, but nothing to everyone else. For this reason, we refer to it as the Coeur d'Alene Huddle.

Huddle Formation: Step 7. Launch the Huddle

If you've gotten to this step, you now have a certified Huddle with at least one recognized servant leader, two core members, a resource kit, and an approved plan. Your next step is to move the Huddle from recognized to reality through executing your plan. As you move through this plan, please know that help is available through FCA staff, the Endurance Board, our website, other Huddle Leaders, and the Huddle Guide. Please contact us, letting us know how we can serve you!

Lastly, as you begin to execute your local ministry plan, we simply remind you of the goal... ***your Huddle exists to create biblical relational environments that will result in people growing as disciples.*** Be aware – distractions are everywhere! May the Lord protect our vision and mission, and may we faithfully accomplish His plan through your new Huddle!

For additional information regarding Huddle Meeting and activities, please review our complete Huddle Guide, downloadable from our website: www.fcaendurance.org/resources

Huddle Formation: Step 8. Complete Discipleship Training

One of your primary roles as a Huddle Leader is that of a disciple, and therefore a disciple-maker. As such, we want to make sure that you have the training necessary to both grow as a disciple and effectively model disciple-making within your Huddle. We request that you complete some type of training in this within your first year of service if you haven't already. Discipleship training can be completed through your local church (as applicable) or local FCA staff office.

Resources Available:

As a Huddle Leader, there are a number of resources available to you, and we will be developing more as there is opportunity and interest. A few are listed below:

- Web sites:
 - www.fcaendurance.org Check out all the pages and resources on this site!
 - Resources: <http://fcaendurance.com/equip>
 - www.fca.org
 - www.fcaresources.com
- On-line Communities:
 - **Huddle Leader Group:** www.facebook.com/groups/FCAEndurance.HuddleLeaders/
 - FCA Endurance Facebook Fan Page: <http://www.facebook.com/fcaendurance>
 - FCA Endurance Facebook Group: <https://www.facebook.com/groups/fcaendurance/>
 - FCA Endurance Prayer Team: www.facebook.com/groups/FCAEndurance.PrayerTeam/
- Physical Resources:
 - “The Manual” - download through the Huddle Leader Group or <http://fcaendurance.com/resources>
 - FCA Endurance Events Guide and Events Resources – available <http://fcaendurance.com/event-resources>
 - FCA Endurance Printed Resources: <http://fcaendurance.com/resourcesprint>
 - FCA Endurance Clothing: <http://fcaendurance.com/gear>
 - Huddle Small Group Studies: Available through the Huddle Leader Group
- FCA Staff:
 - Local Staff: www.fca.org/hotpicks/FindlocalStaff.lsp
- Other Huddle Leaders:
 - Available through the Huddle Leader Group
 - Map and email addresses here: <http://fcaendurance.com/huddles>
- Team Database:
 - <http://fcaendurance.com/teammatesonly>
- Templates (event and other):
 - Available through the Huddle Leader Group.

Huddle Launch Plan

Please prayerfully consider the questions below as you create a Huddle plan. You do not need to answer each question, but we encourage you to think about it as you draft your plan.

Personal Calling:

- What do you feel is your greatest local opportunity to impact your endurance community for Christ?
- What are you personally passionate about within your endurance community?
- What are your gifts and skill sets that you could engage in Huddle ministry?

Who:

- Who do you know who might want to be involved?
- How can you get to know others who might want to be involved?
- Which local churches could you share this opportunity with in hopes of recruiting participants?
- Which local bike shops, running shoe stores, fitness centers, nutrition stores and/or other businesses could you share this opportunity with (managers, employees, & customers)?
- Which local running, biking, swimming, etc. groups could I be a part of as a way of meeting new people who may be interested? Would these clubs leaders/organizers be open to partnering or letting me share this opportunity?

Materials:

- What materials do I need to share this opportunity? (Fliers, brochures, cards, banners, etc.)
- Will I have local resources created or use national resources?

Communication:

- How will I communicate with interested individuals?
 - Email, Online Groups, Web Site/Page, Mass email distribution?

Meeting Logistics:

- How often will we meet?
- When will our first meeting be?
- Where will we meet?
- How long will we meet?
- What will we do before, during, after the meeting?
- Who will be involved in serving?
- Will food be involved? Who will cover this?
- Will working out be involved? Will groups be needed? Who will lead the groups?

Ministry:

- How will you intentionally create discipleship opportunities within and through this Huddle?
- What resources may be needed (Bibles, books, videos, etc.)?
- Which equipping experiences will you incorporate: Bible study, prayer, devotionals, spiritual training, serving in Jesus name, etc.
- Is there a specific church you may partner with and/or help plug people into if they are currently unchurched?

Huddle Launch Plan

Given your answers to the previous questions, please create your plan below:

- Core Members:
- Others to invite:
- Other recruiting plans:
- Resources to create or order:
- First Meeting (date, time, location, agenda):
- Ongoing Ministry Meeting Plan (How often will you meet? Where? What will you do?):
- How will the Huddle foster spiritual growth, within and outside of the Huddle group?
- Other plans and/or considerations:
- My top 3 priorities & action steps to accomplish God's will through the Huddle:
 - 1.
 - 2.
 - 3.

Close:

Thank you for taking the time to read this start-up guide and for your heart to make disciples within your endurance community as a FCA Endurance Huddle Leader. We believe that Huddles are the way in which God is going to make the biggest impact for His Kingdom through endurance sports. As such, we are extremely grateful for your willingness to explore servant leadership and would be blessed to have you partner with us.

Please know that FCA staff love to serve our servant-leaders. As such, please feel free to contact us with questions or to explore how you can be a part of what God is doing through FCA Endurance Huddles.