**This document contains 6 months worth of pre-drafted emails for you to communicate with your life group! All you have to do is simply copy+paste and send! Before sending the email, make it your own by replacing the highlighted words and make any small adjustments where you see fit. These pre-drafted emails should save you a ton of time, yet empower you to stay connected and communicate with the group on a weekly basis.**

**LEADER TIP: We would encourage you to put all of your contact emails into a contact group and title that group (*i.e. woman’s life group*) so that you don’t have to type in a dozen email addresses every time you want to send an email. Emails should be sent 5-7 days before the next group so that participants have time to prepare. Set a recurring weekly calendar reminder now so that you don’t forget to email the group later.**

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**WEEK ONE (personalized email) A little bit more work but can really make someone feel welcomed! This is the only email you will send to individuals rather than the group as a whole.**

Subject: Welcome to Life Group!

Hey NAME!

Thanks for reaching out about joining my Life Group!

**The aim of Life Groups through Gateway is for each individual to be intentionally pursuing spiritual maturity and a deepening relationship with Jesus in the context of community.** Life Groups are for anyone who is ready and willing to do the work that growing and maturing requires. The small community that forms in a Life Group serves as a team of encouragers and champions for one another, as they are all eager to pursue the same transformation; and, in time, they’ll become some of the closest relationships you may ever have. The fruit that you’ll experience in a Life Group is what Jesus invited us into when He invited us to life and freedom.

**Life Group Start Date:** DATE

**When:** WEEKDAY // TIME

**Where:** ADDRESS

There isn't any pre-work to do at this point. The group will begin by simply meeting and getting to know each other, and then talking through the Next Steps that go along with the prior Sunday's message. You can find those Next Steps on the tables as you leave the auditorium each week or [online here](http://www.gatewaychurch.com/next_steps/).

I’m looking forward to meeting you and getting this group started!

See you soon!

YOUR NAME

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**WEEK TWO (group email)**

Subject: Life Group - See you on (day of the week)!

Hi All!

Last week was awesome! It was great to meet so many of you, and to begin this journey together toward spiritual maturity.

As we discussed last week, Life Groups are at the very heart of Gateway; they work hand-in-hand with the “*Be Transformed*” value. No one stumbles into spiritual maturity; It only happens as we choose to grow and trust God to do the transformational work that He alone can do.

**The aim of Life Groups through Gateway is for each individual to be intentionally pursuing spiritual maturity and a deepening relationship with Jesus in the context of community.** Regardless of how much or how little you know of the Bible, Life Groups are for anyone who is ready and willing to do the work that growing and maturing requires. The small community that forms in a Life Group serves as a team of encouragers and champions for one another, as they are all eager to pursue the same transformation; and, in time, they’ll become some of the closest relationships you may ever have. The fruit that you’ll experience in a Life Group is what Jesus invited us into when He invited us to life and freedom.

Some of you were not able to make our first meeting together, but don’t worry! We spent the bulk of our time together getting to know each other, which is where we’ll pick up this week: we will continue with a get to know you hangout, but will also have some conversation regarding this past Sunday's message.

If you missed this week’s service, you can watch/listen to the message [HERE](http://www.gatewaychurch.com/this-week/).

This group will continue to meet **FREQUENCY** on **WEEKDAY** at **TIME.** I'd encourage you to put it on your calendar, and set a reminder so it doesn't sneak up on you :)

Meeting location:

ADDRESS

I hope you will join us this week! Looking forward to seeing you soon!

YOUR NAME

*If you are NOT interested in receiving information about this group please let me know, and I will remove you from future email correspondence.*

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**FOR THE INDIVIDUAL WHO HASN’T ATTENDED YET (*a* *personalized email*) This would be a good opportunity for you to reach out to anyone who has not attended group yet, letting them know the invitation is still open and you’d like for them to give it a try.**

Subject: Still interested in joining our Life Group?

Hey NAME,

I see that at one point you expressed interest in joining our life group, and I'm wondering if that is still the case..? We'd love for you to come and check it out! Otherwise, let me know and I can remove you from the email list.

If you have any questions &/or if there is another way I can help you get connected at Gateway, please let me know!

I look forward to hearing back from you!

YOUR NAME

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**WEEK THREE (group email)**

Subject: Don’t miss out, put it on your calendar!

Hey,

Thanks to the many of you who have tried out our new group – we are off to a fantastic start! For those who have yet to give it a try, I encourage you to join us this week. At this stage of the group, we are “open” and new people will show up weekly, so please don't be afraid to jump in now! Go ahead and put it on your weekly calendar, and set a reminder.

**When:** WEEKDAY // TIME

**Where:** ADDRESS

**What:** We will be using the *Next Steps* sheet to guide our discussion surrounding [Sunday’s message](http://www.gatewaychurch.com/this-week/) at
Gateway. If you want to prepare for some of the questions, you can find *Next Steps* [here](http://www.gatewaychurch.com/next_steps/).

I am looking forward to hanging out with you all soon!

YOUR NAME

*If you are NOT interested in receiving information about this group please let me know, and I will remove you from future email correspondence.*

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**WEEK FOUR (group email)**

Subject: Life Group - We are off to a great start!

Hey friends!

Thanks to the many of you that given life group a try, and have helped our group start strong! I’m very excited about the group we have coming together!

If you haven’t been able to make it to group yet, please don’t let that stop you – we are “open” and new people will show up weekly!

**When:** WEEKDAY // TIME

**Where:** ADDRESS

**What:** We will be using the *Next Steps* sheet to guide our discussion surrounding [Sunday’s message](http://www.gatewaychurch.com/this-week/) at
Gateway. If you want to prepare for some of the questions, you can find *Next Steps* [here](http://www.gatewaychurch.com/next_steps/).

See you soon!

YOUR NAME

*If you are NOT interested in receiving information about this group please let me know, and I will remove you from future email correspondence.*

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**WEEK FIVE (group email)**

Subject: See you on (insert day of week)!

Hey everyone,

I hope you all had a great weekend! If you have not had the opportunity to check out our group yet, we invite you to join us this week and give it a try! **The aim of this Life Group is for each individual to be intentionally pursuing spiritual maturity and a deepening relationship with Jesus in the context of community.** Regardless of how much or how little you know of the Bible, Life Groups are for anyone who is ready and willing to do the work that growing and maturing requires. If this describes you, then we encourage you to come and give it a try!

**When:** WEEKDAY // TIME

**Where:** ADDRESS

**What:** We will be discussing [Sunday’s message](http://www.gatewaychurch.com/this-week/) at Gateway through the next steps sheet. Please pre-read through some of the questions and come ready to share! You can find next steps [here](http://www.gatewaychurch.com/next_steps/).

I look forward to seeing you all this WEEKDAY at TIME!

YOUR NAME

*If you are NOT interested in receiving information about this group please let me know, and I will remove you from future email correspondence.*

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**STARTING POINT WEEK ONE (group email)**

Subject: Don’t miss this week, something NEW!

Hey fellow life-groupers, you won’t want to miss what’s next in our group! This week we will watch a short video together followed up with discussion. This will be the first of a video series. They are really well made and helpful in providing a foundation for our conversations around spiritual maturity.

Don’t miss it!

**When:** WEEKDAY // TIME

**Where:** ADDRESS

See you soon!

YOUR NAME

*If you are NOT interested in receiving information about this group please let me know, and I will remove you from future email correspondence.*

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**STARTING POINT WEEK TWO (group email)**

Subject: Starting Point, Week TWO

Hey everyone!

I'm looking forward to continuing the *Starting Point* series this week! If you haven't attended the group yet or maybe it’s just been a little while, we invite you to join us for this week’s conversation about God and faith. Below you will find a link to the short video we watched last week. It will give you a good idea of where we are heading in this series:

Start - [Week 1](https://www.startingpoint.com/member/week-one)

We will begin at START TIME & wrap up by END TIME.

For anyone that needs the address, it’s ADDRESS.

See you soon!

YOUR NAME

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**STARTING POINT WEEK THREE (group email)**

Subject: Starting Point, Week THREE

Hey!

I'm looking forward to hanging with you all this week! We are off to a great start in this video series. If you were out this past week, or even if you haven't been in a while, our next group would be a great opportunity for you to jump into the conversation with us.

Here are the videos we’ve watched over the past two weeks. Each one is only about 20 minutes long, so they’re pretty quick and easy if you want to catch up:

Start - [Week One](https://www.startingpoint.com/member/week-one)

The Problem - [Week Two](https://www.startingpoint.com/member/week-two)

See you soon!

YOUR NAME

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**STARTING POINT WEEK FOUR (group email)**

Subject: Starting Point, Week FOUR

Hey life group!

I'm looking forward to hanging with you this week. If you were out this past week or haven't been in a while tonight would be a great opportunity for you to jump into the conversation with us.

Here are the videos we’ve watched over the past few weeks. Each one is only about 20 minutes long – they’re quick and easy, and well worth the watch:

Start - [Week One](https://www.startingpoint.com/member/week-one)

The Problem - [Week Two](https://www.startingpoint.com/member/week-two)

Trust - [Week Three](https://www.startingpoint.com/member/week-three)

See you soon!

YOUR NAME

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**STARTING POINT WEEK FIVE (group email)**

Subject: Starting Point, Week FIVE

Hey everyone!

I’m looking forward to seeing you all this week, and continuing the *Starting Point* series! For your convenience – if you’ve missed any of the videos or simply want to re-watch – you can select the link(s) below. Each video is only about 20 minutes long. Quick and easy!

Start - [Week One](https://www.startingpoint.com/member/week-one)

The Problem - [Week Two](https://www.startingpoint.com/member/week-two)

Trust - [Week Three](https://www.startingpoint.com/member/week-three)

Rules - [Week Four](https://www.startingpoint.com/member/week-four)

See you soon!

YOUR NAME

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**STARTING POINT WEEK SIX (group email)**

Subject: Starting Point, Week SIX

Hey,

Talking about Jesus last week was great! What an awesome reminder about who Jesus is and what He came to do for you and me: to lift us up and carry away our sins so that we can be reconciled to God! Take a moment this week to consider what He has done for you so that you can have a relationship with God. Spend some time thanking Him for that!

***"Look! The Lamb of God who takes away the sin of the world." John 1:29***

If you need to catch up on our video series, you can select the link(s) below:

Start - [Week One](https://www.startingpoint.com/member/week-one)

The Problem - [Week Two](https://www.startingpoint.com/member/week-two)

Trust - [Week Three](https://www.startingpoint.com/member/week-three)

Rules - [Week Four](https://www.startingpoint.com/member/week-four)

Jesus - [Week Five](https://www.startingpoint.com/member/week-five)

See you soon!

YOUR NAME

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**STARTING POINT WEEK SEVEN (group email)**

Subject: Starting Point, Week SEVEN

Hey Life Group!

I’m looking forward to our get-together this week, as we continuing the *Starting Point* series with the topic of **faith**!

For your convenience, if you’ve missed any of the videos or simply want to re-watch, you can select the link(s) below:

Start - [Week One](https://www.startingpoint.com/member/week-one)

The Problem - [Week Two](https://www.startingpoint.com/member/week-two)

Trust - [Week Three](https://www.startingpoint.com/member/week-three)

Rules - [Week Four](https://www.startingpoint.com/member/week-four)

Jesus - [Week Five](https://www.startingpoint.com/member/week-five)

Grace - [Week Six](https://www.startingpoint.com/member/week-six)

See you soon!

YOUR NAME

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**STARTING POINT WEEK EIGHT (group email)**

Subject: Starting Point, Week EIGHT

Hey Everyone!

I’m looking forward to seeing you all this week as we continuing the *Starting Point* series with the topic of **Invitation!**

If you need to catch up on our video series, you can select the link(s) below:

Start - [Week One](https://www.startingpoint.com/member/week-one)

The Problem - [Week Two](https://www.startingpoint.com/member/week-two)

Trust - [Week Three](https://www.startingpoint.com/member/week-three)

Rules - [Week Four](https://www.startingpoint.com/member/week-four)

Jesus - [Week Five](https://www.startingpoint.com/member/week-five)

Grace - [Week Six](https://www.startingpoint.com/member/week-six)

Faith - [Week Seven](https://www.startingpoint.com/member/week-seven)

See you soon!

YOUR NAME

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**STARTING POINT WEEK NINE (group email)**

Subject: Starting Point - Entire Video Archive

Hey everyone!

What an awesome series to go through together, I hope you found Starting Point helpful for the different areas discussed as a group**.** This should provide as a great starting point for our journey and discussion over time as a group together.

Below you will find all of the videos we watched in the case that you want to go back and watch one or all of them in the future:

Start - [Week One](https://www.startingpoint.com/member/week-one)

The Problem - [Week Two](https://www.startingpoint.com/member/week-two)

Trust - [Week Three](https://www.startingpoint.com/member/week-three)

Rules - [Week Four](https://www.startingpoint.com/member/week-four)

Jesus - [Week Five](https://www.startingpoint.com/member/week-five)

Grace - [Week Six](https://www.startingpoint.com/member/week-six)

Faith - [Week Seven](https://www.startingpoint.com/member/week-seven)

Invitation - [Week Eight](https://www.startingpoint.com/member/week-eight)

Next we will begin reading some chapters out of the book Soul Revolution, by John Burke. Buy a copy of the book in the Gateway lobby, half-price books or on [Amazon](https://www.amazon.com/Soul-Revolution-Imperfect-People-Intended/dp/0310276462).

See you soon!

YOUR NAME

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**SOUL REVOLUTION WEEK 1 (group email)**

Subject: Soul Revolution - Get your book and read chapter 3

Hey everyone!

As discussed last week, we will be reading through Soul Revolution and discussing one chapter at a time. We won’t read through the book in its entirety but rather select chapters, so refer to your email weekly and/or the list below to know which chapters to read. You can purchase your book in the Gateway lobby, half-price books often has copies for sale or on [Amazon](https://www.amazon.com/Soul-Revolution-Imperfect-People-Intended/dp/0310276462). Our first discussion will be on Chapter 3, doing life with God. Read through the chapter, underline or highlight sentences or sections that resonate with you.

Week 1: Chapter 3

Week 2: Chapter 8

Week 3: Chapter 9

Week 4: Chapter 10

Week 5: Chapter 11

Week 6: Chapter 12

See you soon!

YOUR NAME

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**SOUL REVOLUTION WEEK 2 (group email)**

Subject: Soul Revolution - Read Chapter 8

Hey,

Last weeks discussion for Soul Revolution was great, I believe God has some great stuff in store for us around this topic of staying connected to Him.

Remember, Jesus says, “*Remain in me, as I also remain in you. No branch can bear fruit by itself; it must remain in the vine. Neither can you bear fruit unless you remain in me. I am the vine; you are the branches. If you remain in me and I in you, you will bear much fruit; apart from me you can do nothing.* (John 15:4-9)

How are you staying connected to Jesus this week? Try 60-60, write “stay connected” on a sticky note and put it somewhere you will see it regularly. Observe and see what happens when you stay connected to God!

Next week we will discuss Chapter 8, come to group ready to share!

See you soon!

YOUR NAME

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**SOUL REVOLUTION WEEK 3 (group email)**

Subject: Soul Revolution - Read Chapter 9

Hey,

I hope you found our discussion on reconciliation helpful; what are great way to identify where we are when it comes to the crossroads of conflict.

It’s because of what God has done for us that we get to do this for each other, “*Forgive as the Lord forgave you. And over all these virtues put on love, which binds them all together in perfect unity. (Colossians 3:14) & “If it is possible, as far as it depends on you, live at peace with everyone.” (Romans 12:18)*

Is there anyone in your life you need to extend forgiveness to or make amends with? Remember, you are fighting *for* the relationship not *against* the person.

Next week we will discuss Chapter 9, come to group ready to share!

See you soon!

YOUR NAME

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**SOUL REVOLUTION WEEK 4 (group email)**

Subject: Soul Revolution - Read Chapter 10

Hey,

I hope you found our continued discussion on reconciliation beneficial! We discovered that the key to listening and speaking the truth in love can pave our way to unity with someone else.

Remember, “*Fighting comes only from pride, but wisdom is with those who listen.*” *(Proverbs 13:10)*

Is there anyone in your life you need to extend forgiveness to or make amends with? What steps do you need to take toward reconciliation with them? Remember, you are fighting *for* the relationship not *against* the person.

Next week we will discuss Chapter 10, underline or highlight sections that resonate with you. Come to group ready to share!

See you soon!

YOUR NAME

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**SOUL REVOLUTION WEEK 5 (group email)**

Subject: Soul Revolution - Read Chapter 11

Hey,

I enjoyed our conversation on Chapter 10 on how people change! I think it provides so much hope around the idea that the things we don’t like about ourselves can really change if we all God to help us!

When it comes to growing in our relationship with God, we must rely on God, we cannot do it alone. *“ I planted the seed. Apollos watered it, but it was God Who kept it growing. This shows that the one who plants or the one who waters is not the important one. God is the important One. He makes it grow. The one who plants and the one who waters are alike. Each one will receive his own reward. For we work together with God. You are God’s field. (1 Corinthians 3:6-9)*

As John says in this chapter, We cannot overcome bad habits, sin patterns, and addictions by ourselves, but we can create the right environment where God can cause the growth. What steps can you take this week to proactively create the right environment where God can cause growth? Do you have a running partner? Is there someone in this group you could spiritually run with?

Next week we will discuss Chapter 11 - allow extra time for this reading. There is an exercise at the end of the chapter, do at least steps 1 & 2 of the exercise.

See you soon!

YOUR NAME

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**SOUL REVOLUTION WEEK 6 (group email)**

Subject: Soul Revolution - Read Chapter 12

“*Search me, God, and know my heart; test me and know my anxious thoughts. See if there is any offensive way in me, and lead me in the way everlasting.” (Psalm 139:23-24)*

It can feel vulnerable to invite God in like this, but this is where God meets us, in our day to day and the places we may need His help. His desire is to see us grow, remember? Taking an inventory of our thoughts, behaviors, and how we relate to God can be very beneficial for our spiritual growth. If you haven’t yet, be sure to take the spiritual inventory at the end of Chapter 11 and share it with someone you trust.

Next week we will discuss our final chapter of Soul Revolution, Chapter 12. Come to group ready to share!

See you soon!

YOUR NAME

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**1st Outcome as a group (group email)**

Subject: Outcomes are coming next week, get your binders!

Are you ready for this?! We are moving into what will regularly set the pace of our time together as a group. The Outcomes focus on different areas of our life that express the ways we are maturing in our relationship with God and others. Using scripture and conversation we will learn more about ourselves and our relationship with God.

You can find all the spiritual outcomes on the Gateway website [here](http://www.gatewaychurch.com/next-steps/spiritual-growth-path/). However, the easiest way, and the way I keep up with them, is to stop by the Gateway lobby and purchase a Life Group Outcomes Binder. This will have all the outcomes printed and ready for you. For $10 this is a steal! Get your binder this week when you are at church and then we will look at the first outcome together as a group - **“*Relate to God*”**.

See you soon!

YOUR NAME

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**SHARE YOUR STORY (group email)**

Subject: Share your story!

I have thoroughly enjoyed our journey together so far, haven’t you?! I can tell God is up to some really great things among us and has even more in store for us. As we move forward together as this group we will hear more from each other, our stories. Though it may seem we know a good amount about the persons sitting next to us in group, there could be more we don’t know and it will be good to hear each other’s stories as we journey together toward spiritual maturity.

Attached you will find a guide on different ways to share your story with others. (be sure to attach “How to share your story” from the [live connected site](http://www.gatewaychurch.com/life-group-live-connected/).)

Here are the details of the location, time and what to expect for our time together.

*We do suggest getting away for a day or an overnight as a group to share stories if you are able to do so...otherwise it could take 6-10 weeks (depending on group size) for everyone to share their story.*