



The S.H.A.P.E. Coaching Process

- Coach will receive their S.H.A.P.E. Participant Contact Information and Time for Consultation
- Coach will contact participant with a reminder at least 24 hours prior to the scheduled consultation visit
- Meet with participant for consultation; Consultation should take place within 2 weeks of the retreat. If coach is not able to fulfill responsibility due to time conflicts contact Ashley or another coach.
- Provide participant's name and contact information to the ministry contact person(s) within two days of the consultation.
- Follow-up with participant 2 weeks after consultation
 - Find out if they have connected with their ministry contact
 - Discuss if they have any questions or concerns
 - Let them know you will be following-up in a month to find out if the ministry is a good fit
- Follow-up with participant 6 weeks after consultation
 - Help the participant determine if this ministry is a good fit
 - If they would like to change or add a ministry help them through the process



The S.H.A.P.E. Consultation Process

- Meet with participant during scheduled time
- Review the participant's profile together
- Review the ministries of the church to assess which ministry would be the best fit for the participant
 - Start by discussing the participant's Heart, finding an area that matches with this will be key in keeping them motivated to continue
 - Next, look at the participant's Spiritual Gifts, Abilities, Personality, and discuss their previous experiences.
 - Within the ministry they are passionate about; decide if there is a specific need that matches with their individual gifts, abilities, and personality.
 - Find several ministries they can be a part of. One may not have a need at the time or depending on the demands of the individual ministry the participant may be able to be involved in multiple areas of service.
- Complete the Ministry Contact Information Form; provide the participant with the ministry contact information, for their records. Let the participant know you will contact the ministry in the next week. Tell them the ministry contact will be contacting them soon to discuss the opportunities available and that you will also be following-up to make sure the process is going okay.