



Justice Community Zoom Gathering Guide

Bringing Gospel Justice Volunteers Together in Prayer, Encouragement, and Purpose

PURPOSE

“And let us consider how we may spur one another on toward love and good deeds, not giving up meeting together, [...] but encouraging one another...” Hebrews 10:24-25 (NIV)

Justice Community Gatherings are a space for volunteers in a local community to:

- **Pray together** for the people we serve, each other, and the ministry
- **Share** stories, encouragement, and challenges from their Gospel Justice Centers
- **Collaborate** on best practices, needs, and ideas for serving more effectively

STEP 1: PLAN THE GATHERING

1.1 Choose a Date & Time

- Aim for a **lunch hour**, **weekday evening** or **Saturday morning** to accommodate work schedules.
- Use a tool like **When2Meet** or **Doodle Poll** to check availability if unsure, or just pick a date and see how it goes.

1.2 Secure a Zoom Link

- Use your own Zoom/Google Meet/MS Teams account or request a link from Administer Justice staff.
- Enable these settings:
 - Waiting Room: ☒ On
 - Participant Video: ☒ On
 - Chat: ☒ Enabled



- Screen Sharing: ☒ Host Only

1.3 Draft an Agenda (30–45 minutes)

Here's a simple format to follow:

| Time | Segment |
|--------|---|
| 5 min | Welcome + Purpose |
| 10 min | Opening Prayer & Scripture |
| 15 min | Sharing: Stories, Updates, Challenges |
| 10 min | Collaborative Discussion or Mini Topic (e.g., “Ideas for Outreach”) |
| 5 min | Closing Prayer Requests & Wrap-Up |

STEP 2: PROMOTE THE GATHERING

2.1 Get the List of Volunteers in your Region from AJ

- Reach out to us and we will give you the list of volunteers in your region so you can email them

2.2 Send an Invitation


- Copy/paste the list into the BCC Field (not the To: field) to protect privacy and respect volunteers' inboxes.
- **Sample Email Text:**

Subject: Join Us for a [YOUR REGION] Justice Community Zoom Gathering 🌞

Hi [Name],

We're gathering our local Gospel Justice Center volunteers for a time of encouragement, prayer, and connection via Zoom! This is a space to share how God is working, support one another, and collaborate on serving our communities with gospel justice.



 Date: [Insert Date]

 Time: [Insert Time]

 Zoom Link: [Insert Link]

We'd love for you to join us—your voice and heart matter.

In hope,
[Your Name]

2.3 Send a Reminder

- Send a follow-up reminder **1–2 days before** with the Zoom link again.

STEP 3: EXECUTE THE GATHERING

3.1 Prepare Spiritually & Technically

- Spend a few minutes in prayer beforehand.
- Test your Zoom audio/video and have your agenda open, with a place to take notes (or work with another volunteer to take notes).

3.2 Welcome Participants

- Greet people by name as they join.
- Share the **purpose** of the gathering again.
- Ask everyone to turn on video (if possible) for a more connected experience.

3.3 Facilitate with Warmth

- Open with prayer and a short Scripture or devotional thought.
- Guide the conversation:
 - “What’s something encouraging from your GJC recently?”
 - “What’s a challenge or need you’re seeing?”
- Keep time gently and allow space for all to share.



- End with prayer requests and a group prayer.

STEP 4: FOLLOW-UP

4.1 Thank Attendees

Send a short thank-you email within a day or two:

- Express gratitude
- Summarize prayer requests or key points
- Share the next date (if applicable)

Sample Text:

Thank you for joining the Justice Community Gathering! It was so encouraging to see how God is at work in each of your Gospel Justice Centers. Let's keep praying for [insert brief summary].

We'll plan to gather again [insert rough timeframe]. Stay tuned, and keep shining the light of justice and hope!

4.2 Debrief with Your Team

- What worked well?
- What can we do better next time?
- Share helpful feedback or stories with Administer Justice staff.

BONUS TIPS

- Consider inviting a guest speaker (staff member, longtime volunteer, or client story).
- Keep a record of prayer requests or highlights for future gatherings.
- Use screen share for visuals (e.g., Scripture slides or photos from your clinic).