

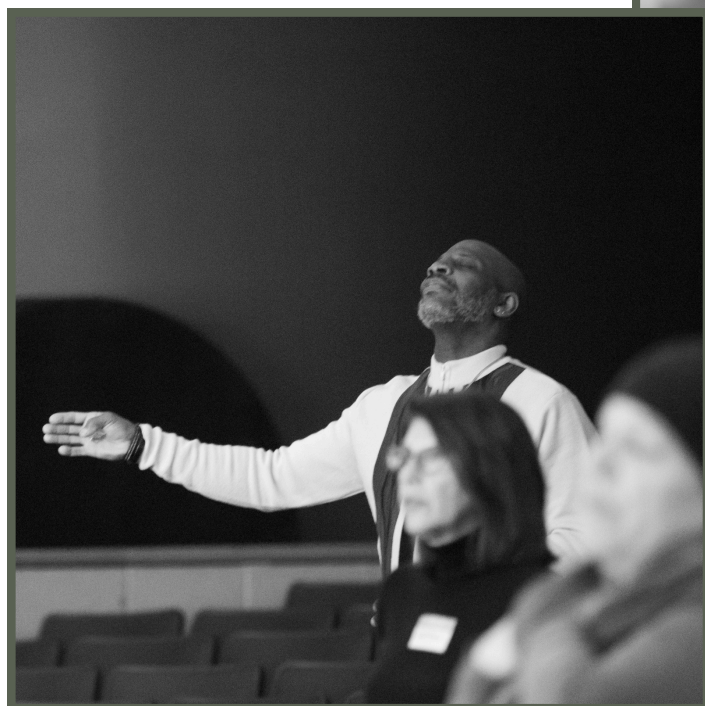
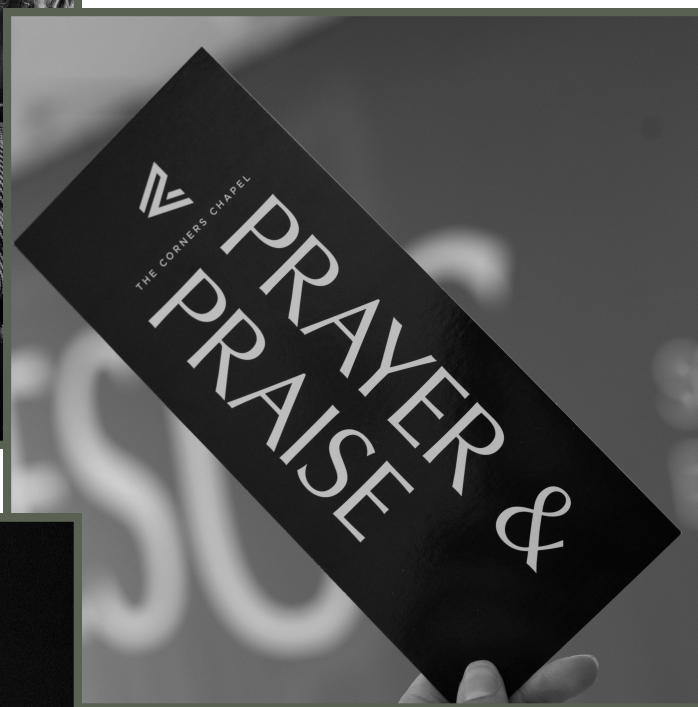


THE CORNERS CHAPEL

# Prayer Team



**TRANSITION  
PLAYBOOK**



# What Is This Playbook?

This playbook is meant to give clarity and direction for the Prayer Team as we step into a new season. The purpose isn't just to provide instructions but to remind us that prayer is central to all we do as a church. **The biggest change for the Prayer Team is that we will now be using the teachers' lounge in the lobby as our "Prayer Room."** This will give us a central and visible hub for prayer. This move helps us live out our conviction that prayer should never be hidden in the background but woven into the very center of our gatherings.

With that vision in mind, the rest of this playbook will walk you through what a typical Sunday looks like for the Prayer Team. These rhythms aren't meant to feel rigid but to give us a shared framework so that everyone serves with clarity and consistency.

*What follows is the step-by-step flow of a Sunday, beginning with the time before service.*

## Preservice: 9:00 – 9:45

Prayer team members should plan to arrive by 9:00 AM for the First Impressions Huddle. After the huddle, your first responsibility is to prepare the outside of the prayer room so it is clear and inviting.

- Place the **prayer sign** outside the teachers' lounge.
- Set up the **high-top table** with prayer cards available.

After this is done, be ready to pray with anyone who approaches you. You are also encouraged to walk around the lobby or worship center quietly praying for the people who will gather that morning.

At 9:45, join the rest of the serve teams for the full serve team huddle.



## **Between the Huddle and the Service: 10:00 – 10:30**

Once the huddle concludes, the prayer team will immediately return to the teachers' lounge. From that time until the beginning of the service at 10:30, the prayer room will be a space of focused prayer.

This is an opportunity to pray for the pastor as he preaches, the music team as they lead worship, and the congregation as they prepare to receive the Word of God

## **After Service**

As soon communion ends, the prayer team should head directly back to the prayer room. During the closing moments of the service, our hosts will announce and point people toward the prayer room in the lobby. This will ensure that everyone knows prayer is available.

If there is only one team member serving that day, they should stand outside by the prayer table to be visible and approachable, and then move into the room if someone desires a more private time of prayer. If multiple team members are serving, one should remain outside at the table while the others stay inside the room. This helps avoid overwhelming or intimidating those who come forward while still making prayer available in both public and private spaces.

Team members should remain available for at least fifteen minutes after the service ends. Once this time is finished, the team should tear down the prayer materials and load them into the case.



## **Elder Involvement**

The Prayer Room is located right next to The Outlet, where an elder is always present. If a situation arises that goes beyond prayer into pastoral care the prayer team member should not handle it alone. In those moments, go immediately to The Outlet and ask an elder to join.

## How to Discern When to Involve an Elder

Not every prayer request needs an elder, but some situations require pastoral care right away. If someone begins to share about self-harm, abuse, suicidal thoughts, or anything that feels unsafe or beyond your ability to respond, that is the moment to pause and gently say something like, *“Thank you for sharing this with me. I want to make sure you’re cared for in the best way, so I’m going to get one of our elders to join us.”*

It’s better to err on the side of involving an elder rather than trying to handle something alone. Elders are prepared to step in with pastoral wisdom, and they want to be called on if the need arises. Remember, your role is to pray and to stand with people in faith, but not to carry every burden by yourself.

## Prayer Cards

Sometimes people will write down prayer requests rather than ask for prayer in person. When you receive a prayer card, your role is to make sure it gets to the team lead. This can be as simple as snapping a picture of the card and sending it to him, or handing it to him directly. This allows us to follow up and continue praying for the needs of our people.



## Onboarding Process

When someone wants to join the prayer team, their first step will be a meeting with the Team Lead. In this conversation, the Team Lead will share the vision of the prayer team, walk through expectations for Sunday mornings, and explain how to pray with people in a way that is sensitive, confidential, and encouraging. They will also explain the logistics of setting up the prayer room, handling prayer cards, and being available both before and after the service.

*In the future, we may ask all Prayer Team members to sign a simple agreement affirming that they will not pray or counsel in ways that go against the doctrine of our church, since those serving in this role are representing Christ and The Corners Chapel in moments that are often deeply vulnerable and spiritually formative.*



## Scheduling

At The Corners Chapel, all serve teams, including the Prayer Team, operate on a four-week rotation. This system allows serve team members to serve on multiple teams without overlap and ensures consistency across all teams. Maintaining this rotation is crucial, and if one team deviates from the four-week schedule, it disrupts the entire system.

## Rotation

- At the **start of each serve team year** (or when a new member joins or leaves the Prayer Team), a rotation schedule will be sent out, listing who is scheduled for each week.
- These rotations will not change unless otherwise noted by the Team Lead or Communications Director.

## Serve Requests

- Each week, **the Communications Director** will send a serve team request to the serve team member scheduled for that week.
- It is important to respond promptly by accepting or declining the request to confirm availability.

## Finding a Replacement

- If a serve team member knows they cannot serve on their scheduled week, it is their responsibility to find a replacement by switching with another Prayer Team member.
- The Team Lead can assist in finding a replacement if needed, but it remains the serve team member's responsibility to initiate the switch.
- Once a replacement has been found for the week, the serve team member must inform both the Team Lead and the Communications Director of the switch.



# Prayer Team Sunday Checklist

## Pre-Service (9:00 – 9:45)

- ☐ Arrive by 9:00 AM.
- ☐ Place the Prayer Sign outside the teachers' lounge.
- ☐ Set up the high-top table with Prayer Cards.
- ☐ Pray over the space and be available to pray with anyone in the lobby.
- ☐ *Optional: Walk around the lobby and worship center, praying quietly.*
- ☐ Join the full serve team huddle at 9:45 AM.

## After Huddle (10:00 – 10:30)

- ☐ Go directly to the prayer room (teachers' lounge).
- ☐ Spend this time in intercession for the pastor, worship team, and congregation.
- ☐ Remain in the prayer room until service begins at 10:30 AM.

## After Service

- ☐ Head to the prayer room immediately after communion.
    - ☐ If serving alone: stay at the table outside and move into the room if privacy is needed.
    - ☐ If serving with others: one remains outside at the table while the others stay inside (to keep the space welcoming, not intimidating).
  - ☐ Stay available for at least 15 minutes after dismissal.
  - ☐ Collect any Prayer Cards and make sure they are passed along to the Team lead (either by picture or in person).
  - ☐ Tear down the prayer room: pack materials and load into the case.
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## Final Word

The prayer team exists to serve quietly but powerfully. While other teams are seen setting up, welcoming, or leading, you are helping sustain everything through prayer. This transition to a central prayer space gives us a greater opportunity to model what we believe: prayer is essential.

As we move forward, remember that unity, flexibility, and a heart to serve one another matter more than ever. Thank you for standing in the gap for our church family and for faithfully bringing the needs of our people before the Lord.