

# FCCI Group Launch Checklist

## Six to Eight Weeks before the Introductory Meeting:

- Pray – Ask the Lord to direct you to business leaders who share a value in making a difference in the marketplace through their company
- Identify a Co-Leader
- Identify a Prayer Champion
- Familiarize yourself with the FCCI Vision and Mission
- Review the FCCI website – especially the resources available to group leaders and members
- Work through the “Master Inviter” Process
  - Pray to build a list of business owners and begin to *pray for them*.
  - Visit the BLG Leader Resource page for updates & tools:  
<https://www.fcci.org/library/blg-group-leader-resources/>
  - Call your list 30-60 days prior to your first meeting.
  - Ask them to take the Spiritual Maturity Assessment: <https://www.fcci.org/assessments/>
  - Meet for coffee to discuss their walk in the Marketplace, FCCI and the assessment reflections (you share your reflections first)
  - Invite them to the group and close in prayer.
- Secure a meeting location, date, and time
- Meet with your Pastor and other church leaders to share your vision for your group
- Update your spheres of influence including social media sites (e.g. LinkedIn)
- Notify all invited members in writing from the “Master Inviter” Process

## Two Weeks Prior to the Introductory Meeting

- Send a reminder email to members (you would have already invited them officially during the “Master Inviter” process once a location/time/date was chosen – this is a reminder only).

## Two days before the Introductory Meeting

- Send reminder email/text/or phone call to members. Encourage them to re-take the Spiritual Maturity Assessment (if they have not already) and bring their results to the meeting.
- Download meeting resources from the fcci.org website library:
  - Agenda
  - Group Covenant
  - Prayer Guide
  - Membership Application (if necessary)
  - Kingdom Leader/Kingdom Company pamphlets

## The Day of the Introductory Meeting

- Follow your prepared agenda
- Capture personal information of all attendees and send a copy of the roster to the FCCI Headquarters
- Gain commitment to the Group Covenant
- Make sure all members have joined FCCI