**Workshop on Biblical Exposition**

**Sample**

**Small Group and Apprentice Leaders**

**Letter**

(Email Subject: LOCATION Simeon Trust Pre-Workshop and Workshop Information)

Dear Small Group Leaders and Apprentice Leaders,

I look forward to seeing you at the pre-Workshop on Thursday, DATE from 9am-3pm. The Workshop will begin later that evening.

**How to Prepare for the Pre-Workshop**

1. Please prepare a *Teaching Preparation Worksheet* (found at www.simeontrust.org/prepare) for each of the **six Small Group passages** and be ready to discuss them.
2. You are likely assigned to **present** **one passage** at the pre-Workshop (see attached Pre-Workshop schedule for passage assignments). If presenting a passage, please print and bring 12 copies of your completed worksheets for all pre-workshop attendees.

Please look through all the attachments for some important Workshop information.

In Christ's service,

DIRECTOR OF WOMEN’S MINISTRY

HOST CHURCH