



WELCOME TO UBN
FORUMS!

"Whatever you do, work at it with all your heart, as working for the Lord, not human masters, since you know that you will receive an inheritance from the Lord as a reward. It is the Lord Christ you are serving"

~Colosians 3:23-24



THE VISION of BUSINESS LEADERS FORUM GROUPS:

To give business leaders an opportunity to grow together in their faith at work journey. These small groups will equip each leader to become a Christ-Centered Catalyst for workplace transformation.

Contents

Understanding UB Forums.....	1
Your Commitment.....	2
Leading Discussions.....	2,3
Summary.....	5

Understanding UBN Forums

Unconventional Business Network exists to cultivate a vibrant community of Biblically principled entrepreneurs and their leadership teams. UBN Forums is one of three small group leadership communities within UBN designed to develop unconventional business leaders who see the Bible as the ultimate business handbook.

Scripture says that believers are to live their lives in community with other believers. As *“Iron sharpens iron, and one man sharpens another.” (Prov. 27:17 ESV)*. Within the Christian community, we are to encourage, serve, correct, instruct, and love one another. UBN Forums supply the opportunity to pour into other believers and like-minded business leaders.

How this happens:

- Inspiring videos and discussion questions developed for each session
- Focused prayer
- Relationships with like-minded business leaders designed to:
 - Encourage each other in God’s Word
 - Advise best business practices for individual issue
 - Emphasize family relationships
 - Provide accountability and confidentiality

Appointing a Co-Leader

Leading a Forum takes time and work. We encourage you to find a group member who can help lead discussion questions occasionally. Select someone who can develop into a Forum leader after they have gained experience with you. The goal is to then let them split off to start a new group when they become ready.

Growing Your Group

UBN will supply a Forum leader with names of interested individuals and we will introduce you to them by email. It is then your responsibility to contact them, determine your meeting date and select your location. You and your group members handle building your group by word of mouth, personal invitations, or other means of communication such as social media and church bulletins.

Your Commitment

A week before the Meeting (Leader Preparation)

Step 1: Spiritual & Content Preparation

- The leader prays regularly for group members and the upcoming meeting.
- The leader watches the Forum video and reviews the discussion guide in advance to understand Scripture references and discussion flow.
- The leader reaches out (via email/text) to attendees during the week before the meeting to encourage attendance.

Step 2: Physical & Relational Setup (Day of meeting – before start)

- The leader arrives early, prepares the room, and ensures A/V is ready.
- Chairs are arranged to encourage discussion (not lecture).
- The leader positions themselves where they can greet people as they arrive, especially new guests.
- Name tags are used when helpful.

DURING THE MEETING

- Recommended –always start every meeting with the “why.”

Recommended practice:

“We’re here to grow together in our faith at work so we can be Christ-centered catalysts for workplace transformation.”

Step 3: Prayer & Meeting Expectations [20 mins]

- The leader opens with prayer, inviting God into the discussion.
- The leader sets expectations for:
 - Confidentiality (“what’s shared during the meeting is kept among members”)
 - Respectful dialogue
 - Creating a safe place for honest conversation
- The leader allows for a moment of unstructured networking.

Step 4: Video Teaching Segment [20 mins]

- The Forum video is played (approximately 20 minutes).
- Content is accessed from UBN's platform and provides the shared learning foundation.

Step 5: Facilitated Group Discussion [25 mins]

- The leader uses the provided discussion guide to facilitate conversation.
- The focus is on:
 - Real-life application
 - Biblical reflection
 - Faith-at-work context
- The leader does not dominate the discussion and allows silence when needed for reflection.
- The leader manages group dynamics so no one monopolizes conversation and quieter members are invited to share.

Step 6: Prayer Requests & Spiritual Care [10 mins]

- Create time for prayer requests.
- Do not rush prayer requests.
- Follow up on prayer needs after the meeting, not just collect them.

Step 7: Announcements & Invitation [10 mins]

- The leader:
 - Shares upcoming Forum details
 - Encourages members to personally invite others in their network (issue 5X7 Card Stock provided by UBN)
 - Will share a standard invite email designed by UBN so members can send to their contacts
 - Reinforces the value of participation and consistency

Step 8: Closing Prayer & On-Time Finish [5 mins]

- Close the meeting with prayer.
- The leader ends on time, reinforcing respect and consistency.

POST-MEETING SECTION (Follow-up & connection)

Step 9: Personal Follow-Up

- The leader contacts:
 - Members who contributed during the meeting (with a thank you message)
 - Members who missed the meeting (showing care + inclusion)

Step 10: Between-Meeting Connection

- Leaders maintain engagement through:
 - Group text or UBN forum group app
 - Prayer follow-ups
 - Occasional informal connection (coffee, touchpoints), when possible.

SUMMARY: The UBN Forum Meeting Rhythm

- Prepare spiritually and relationally
- Welcome and connect
- Re-anchor the purpose
- Pray and establish safety
- Watch the video
- Facilitate honest conversation
- Pray for real needs
- Invite growth
- Close well and follow up intentionally