



# Leading **ABOVE THE LINE** Exercise

## PRE-WORK EXERCISE TO BE COMPLETED INDIVIDUALLY BY TEAM MEMBERS

**1**

### List Your RESPONSES

Church's core values: \_\_\_\_\_  
Team's purpose: \_\_\_\_\_  
Team's critical success factors: \_\_\_\_\_

**2**

### LIST "ABOVE THE LINE" AND "BELOW THE LINE" BEHAVIORS

- Add brief statements to the **"above the line"** area at the bottom of this form that help *fulfill* the team's purpose and uphold the organization's culture. This list often includes items such as arriving on time, affirming people's contributions, preparing for the meeting based on its agenda, providing eye contact, contributing to the discussions, asking constructive questions, being fully engaged, staying on topic, offering assistance, building on other people's comments, inspiring hope, etc.
- Next, list statements for the **"below the line"** area of the form that reflect behaviors that may *hinder* your team's effectiveness and culture. Typical items include using condescending or negative language, engaging in side conversations or gossip, not speaking up when appropriate, withholding key information, rambling on or dominating conversation, talking about things not germane to the team, not following through on commitments in a timely manner, not responding to text messages, emails, or postings in a timely manner, making excuses or blaming others, not informing team members if you will be late or absent, not making meetings a priority, avoiding difficult conversations, responding to text message/emails on your phone, etc.

## Team Exercise

1. Going around a circle, ask each person to share one **"above the line"** statement until there are no more additional statements to list. Afterwards, spend a few minutes refining the list by eliminating similar items.
2. Ask each person for a "thumbs up/down," indicating their willingness to abide by each statement.
3. Invite team members to share **"below the line"** statements, clarifying terms if needed.
4. Ask team members how they'd respond if statements being listed "show up" within team interactions.
5. Ask if there is consensus on the statements listed "above and below the line." If so, have team members add their signatures to the newsprint. Then post the newsprint in a visible location or else take a picture of it and email it to team members. Some teams convert the summarized statements into a bulleted list that's recited at least once a month at meetings.
6. Ask team members at least quarterly, "How are we doing in relation to honoring the covenant?" Ask, "Are there issues that need to be addressed now, or that we need to pay closer attention to in the future?"

Be fully present at meetings

Fulfill your commitments

Ask thoughtful questions

Pray for each other

Arrive late or unprepared

Don't respond to emails

Be a victim or blame others

Belittle others or gossip



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