

# CHURCH LEADERSHIP DEVELOPMENT

## PURPOSE

This workshop is designed to help people understand the three primary functions of leadership in the church: (1) to continually communicate a clear and compelling vision; (2) to define the mission and invite people to get involved, and (3) to repeat functions 1 and 2 over and over again. This workshop can be used with any group of Christians, because all groups require leadership.

**TIME FRAME:** 2¾ hours for group of 10; 3 hours for group of 20

**WORKSHOP OUTLINE** (approximate times are for a group of 10 participants; for larger groups, add more time for discussion)

- I Welcome/Introduction (*15 minutes*)
- II Step 1—Vision (*25 minutes*)
- III Your Vision (*35 minutes*)
- Break (*10 minutes*)
- IV Step 2—Mission (*15 minutes*)
- V Your Mission (*25 minutes*)
- VI Step 3—Repeat (*15 minutes*)
- VII Next Steps (*15 minutes*)
- VIII Closing (*10 minutes*)

## PREPARATION and MATERIALS

- Read through the workshop.
- Pray about God's use of the opportunity.
- Ask others to pray for the workshop and your leadership.
- Print the workshop outline (above) as an agenda.
- Create an evaluation form based upon your goals for conducting the workshop. Make copies of the form for the participants.
- Make copies of the handouts. (Use different colors for each handout to speed distribution.)
- Arrange for an assistant to help greet, distribute handouts, record group comments, collect/post Mission Statements, help with snacks, and help clean up.
- Arrange for snacks and drinks during the break.
- Arrange for a flexible space that can accommodate moving chairs into several formations.
- Set up the room as follows:
  - Start with chairs facing front, classroom style.
  - Place a table by the door with name badges and markers.
  - Place a pen, folder, and first handout on each chair.

- Gather the following materials:
  - Blank name badges and markers
  - Pens
  - Folders (to collect handouts)
  - Copies of handouts and an evaluation form (Note: #1 is designed to be cut in two.)
  - Newsprint and marker—one each per small group (4–5 people per group)
  - White/Black board and marker
  - 3x5 cards, one per person

## CONDUCTING THE WORKSHOP

**Note:** During all group activities it is appropriate to announce times to move to the next task.

### I Welcome/Introduction (15 minutes)

Greet the participants as they arrive and ask each person to make a name badge, find a seat, and answer the question on the first handout. (You might want to arrange for an assistant to greet the participants at the door so that you are free to move about answering questions and encouraging people to answer the first handout question.)

Once everyone has arrived, introduce yourself, tell why you are interested in leadership development, and preview the purpose of the workshop. Explain where the facilities are and encourage the participants to feel free to leave as needed. Distribute the Workshop Outline and point out the break time. Ask for any questions.

Ask the participants to tell their names and to share their answers to the question on Handout 1 (What is the most important task of a leader?).

### II Step 1—Vision (25 minutes)

Ask the group to fill in the blank of this statement: “Without a \_\_\_\_\_ the people perish.” Then, stressing the word *vision*, state the sentence: “Without a *vision* the people perish.”

Ask the group: “What is the meaning of the statement? Why is vision important?” Wait for at least 2–4 responses. (Example answers are that vision motivates, gives hope, direction, etc.)

Distribute Handout 2, “Vision Defined” and “Leader’s #1 Task.” Review the key terms of “Vision Defined” as follows:

- Picture—Ask the participants to remember a very important day in their lives. Ask them to write down what they *see* as a mental *picture*. Explain that *vision* is a picture of the future, just as *memory* is a picture of the past.
- Possible future—Ask: “Why is it important for the picture of the future to be possible?”
- God is inviting us to join—Ask: “Why is it important for us to be invited to join God?”

Ask the group to divide into pairs and interview each other with this question, “What is your vision for our church?” Instruct them that they have 2 minutes for each person to answer. Explain: If vision is a picture of a possible future and people are lost without a vision, than a Leader’s #1 task is to continually communicate a clear and compelling vision.

Review the key terms of “A Leader’s #1 Task” from Handout 2:

- Leader—anyone who influences another. Everyone is involved in some leadership somewhere.
- Continually communicate—Ask, “How often is *continually*? Why is it important to be *continually communicating*? Communication is much more than words. What are some of the various ways that we communicate?”
- Clear—Ask, “What is the opposite of *clear*? Why is *clear* important?”
- Compelling vision—Ask for definitions or synonyms for *compelling*, such as persuasive, credible, influential, or convincing. Ask, “Why is it important for a picture of the future (vision) to be compelling?”

Give pairs 4 minutes to interview each other with the question: “What are some ways you could improve your communication of our church’s vision?”

### III Your Vision (35 minutes)

Redirect the group’s attention back to you and distribute Handout 3, “God’s Vision” (Hebrews 8:8-12). Ask the participants to *quickly* break into groups of 4–5.

Explain: Vision is also God’s way of leading us.

Ask for a volunteer to read aloud God’s Vision from Handout 3 (Hebrews 8:8-12), then lead group work as follows:

- Choose a spokesperson to offer a 1-minute report on their discussion.
- Ask the participants to list on the handout words or phrases of God’s vision found in Hebrews 8:8-12.
- Allow 5 minutes for this task and then ask for each group to report out, reminding them to limit reports to 1 minute.

Group work continues with these instructions:

- Choose a new spokesperson.
- List 5 words that would describe a vision for your church.
- Allow 10 minutes for this task and then ask for each group to report out, reminding them to limit reports to 1 minute.

As the groups report, write—or ask your assistant to write—each group’s 5 words on the board/newsprint under the title, “Vision—God’s possible future for us.” Once everyone has reported, spend 5 minutes having the group identify patterns of common words or phrases, denoting common vision.

### Break (10 minutes)

- Direct the participants to the facilities and the drinks and snacks.
- Introduce the evaluation forms and ask the participants to leave them at the end of the workshop.
- Reiterate that the break is “10 Minutes” and give a specific time to return to the meeting space and reconvene in their small groups.

**IV Step 2—Mission** (*15 minutes*)

Reconvene in small groups. Explain: The #2 Task of Leadership is to define the mission and invite people to get involved. But what is mission? Mission answers the question, “How do we achieve this vision (this possible future)?”

Following the model of God as our Leader, we see that first there was a divine picture (vision) of a possible future (Hebrews 8:8-12), then a divine plan to achieve that future.

Ask: “Are there any guesses where God tells us his Mission in the Bible?” (Allow for a variety of answers and then suggest Matthew 28:19-20 as one place where God’s mission is outlined in Scripture.)

Distribute Handout 4, “God’s Mission,” and lead group work as follows:

- Choose a new spokesperson in each group.
- Allow 10 minutes for the participants to answer the questions on Handout 4.
- Invite the spokespersons to make 1-minute reports.

**V Your Mission** (*25 minutes*)

Distribute Handout 5, “Your Mission,” and direct group work as follows:

- Choose a new spokesperson.
- Allow 10 minutes for the participants to answer the questions on Handout 5.
- Invite the spokespersons to make 1-minute reports.

Record the individual mission statements on newsprint. Then identify patterns or common words/phrases in the Mission Statements.

Pause for 5 minutes for prayer.

- Ask for a volunteer to pray for the church’s vision (you can invite others to add a word to the prayer).
- Ask for a volunteer to pray for the church’s mission (you can invite others to add a word to the prayer).

**VI Step 3—Repeat** (*15 minutes*)

Explain: If the #1 task of leadership is to be continually communicating a clear, compelling vision, and the #2 task of leadership is to define the mission and invite people to get involved, then the #3 task of leadership is to repeat #1 and #2 over and over again.

Distribute Handout 6 and allow 5 minutes for the participants to answer the questions. Note that there will be no group report for this work.

**VII Next Steps** (*15 minutes*)

Take 5 minutes to lead a review with the whole group as follows:

- Ask, “Who is a Leader?” (Anyone who influences others.)
- Ask someone to explain the #1 task of leadership. (Constantly communicate a clear and compelling vision.)
- Ask, “What is vision?” (A picture of a possible future that God is inviting us to join.)

- Ask, “What is God’s vision for the human race?” (Paraphrase Hebrews 8:8-12.)
- Ask for a volunteer to explain the #2 task of leadership (Define the mission and invite others to get involved).
- Ask, “What is Mission?” (Mission is how we accomplish the vision.)
- Ask, “What is God’s mission for Christians? (Paraphrase Matthew 28:19-20.)
- Ask all to quietly ponder: “If leaders are those who influence others, and their most important tasks are communicating the vision and doing the mission, how much time and attention should we be giving to vision and mission in our church?”

Explain: “We need to consider what might keep us from just going back to church and doing things the same old way. Let’s spend our last few minutes together answering two very important questions and making a commitment to future action.”

Distribute 3x5 cards and direct group work as follows:

- Choose a new spokesperson.
- Answer 2 questions:
  1. What one thing can we all do to keep the vision front and center?
  2. What one thing can we all do to keep the mission clear and active?
- Ask each person to write down two responses/decisions on a 3x5 card to keep as a reminder.
- Spokespersons give 1-minute reports on the group members’ decisions.

### **VIII Closing** (*10 minutes*)

- Thank the participants for coming.
- Ask them to fill out the evaluation form and leave them in their seats.
- Suggestions for closing:
  - Close in a prayer of commitment.
  - Give a small token as a symbol of commitment.
  - Close in communion as a symbol of commitment.

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**Handout 1**

What is the most important task of a leader?



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## Handout 2

### **Vision Defined:**

“Vision is a *picture* of a *possible future* that *God is inviting us to join.*”

- A picture
- A possible future
- God is inviting us to join

**What is your vision for our church?**

### **A Leader’s #1 Task:**

*Continually communicate a clear and compelling vision.*

- Leader
- Continually communicate
- Clear
- Compelling

**What are some ways you could improve your communication of our church’s vision?**

## Handout 3

### God's Vision

“The day will come, says the Lord, when I will make a new covenant . . .

*(Remember that Jesus said at the last supper, “This cup that is poured out for you is the new covenant in my blood.”—Luke 22:20, NRSV)*

This is the new covenant I will make (with my people) . . . I will put my laws in their minds so they will understand them, and I will write them on their hearts so they will obey them. I will be their God, and they will be my people. And they will not need to teach their neighbors, nor will they need to teach their family, saying, ‘You should know the Lord.’ For everyone, from the least to the greatest, will already know me. And I will forgive their wrongdoings, and I will never again remember their sins.”

—Hebrews 8:8-12 (also Jeremiah 31:31-34), NLT

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#### List words or phrases of God's vision:

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**Handout 4****God's Mission**

**Mission (Purpose)** answers the question “How do we achieve the vision?”

**God's Mission Plan** to achieve the Divine Vision of a new humanity that understands, loves, obeys, and is forgiven by God is to introduce himself to humanity through Jesus; and have disciples of Christ develop other disciples of Christ—until the Kingdom of God reigns on earth as it is in heaven.

**God's Mission Statement**

“Go and make disciples of all the nations, baptizing them in the name of the Father and the Son and the Holy Spirit. Teach these new disciples to obey all the commands I have given you. And be sure of this: I am with you always, even to the end of the age.”

—**Matthew 28:19-20 (NLT)**

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1. How is Vision different from Mission?
2. A Mission is an action plan to bring about a Vision. List the verbs in Matthew 28:19-20.
3. How does making disciples of Jesus help bring about God's Vision of a restored relationship with humanity?

## Handout 5

### Your Mission

**A Leader's #2 Task:** *Define the Mission and invite people to get involved.*

1. Considering the words and phrases listed on the newsprint titled "Vision—God's possible future for us," describe in one sentence how you are going to bring about your church's possible future (vision).

2. What action words are used to accomplish your Mission?

3. Write your church's Mission sentence on newsprint. List 4 ways you could get people involved in your church's Mission.

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## Handout 6

### Repeat

1. Why is it important to repeat Task #1 (Vision) and Task #2 (Mission) over and over again?
2. What are some ways we could build these important tasks into our regular church calendar?