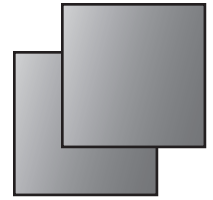


# LEADER TRAINING VIDEO OUTLINE & DISCUSSION GUIDE



## HOW TO USE THE LEADER TRAINING VIDEO

The Leader Training Video is designed to stimulate interactivity and discussion within the Single & Parenting leader team.

The Leader Training Video is located on Disc 5 in your Single & Parenting kit (on the orange DVD). There are three individual segments that comprise the video training material. We've designed the format so that you'll view a segment, then use the discussion questions to help your group apply the concepts presented on that segment of your Single & Parenting program. You can use the videos in one of two formats:

- 1 Schedule three separate team meetings, viewing one video per meeting, followed by discussion and planning.
- 2 Plan a longer training session (such as a Saturday morning), and go through all of the material in a single session. If you elect this option, be sure to include time for discussion/planning after the viewing of *each* video.

Whichever format you choose, be sure to reserve time to pray for your ministry, for the people who will come as participants and for your leadership team.

Approximate running times:

**VIDEO 1** – 10 minutes

**VIDEO 2** – 13 minutes

**VIDEO 3** – 10 minutes

## LEADER TRAINING VIDEO OUTLINE

Use these pages to take notes while viewing the Single & Parenting Leader Training Video. You may reproduce a copy for each member of your leader team.

### VIDEO 1 WHAT IS SINGLE & PARENTING?

Video-based small group \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Three essential elements \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

An ER (emergency room) ministry \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

A powerful outreach ministry \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **VIDEO 2**

### **THE EIGHT SUCCESS TIPS**

Success Tip #1 – Build a team \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Success Tip #2 – Read the Leader’s Guide \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Success Tip #3 – Watch the Leader’s Video \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Success Tip #4 – Sign up for the LeaderZone \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Success Tip #5 – Provide participant workbooks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Success Tip #6 – Customize your online listing \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Success Tip #7 – Connect with a consultant \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Success Tip #8 – Pray \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **VIDEO 3 ENCOURAGE PARTICIPANTS TO ...**

Feel welcome \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attend at least three sessions \_\_\_\_\_  
\_\_\_\_\_

Complete their Hopework \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Follow group guidelines \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Look for similarities, not differences \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **LEADER TRAINING VIDEO DISCUSSION GUIDE**

### **VIDEO 1: WHAT IS SINGLE & PARENTING?**

Begin your discussion with a few questions that help your leader team get to know each other:

- Have each person introduce him- or herself and describe any personal experience with single parents.
- Ask each person to share why he or she is involved in the Single & Parenting ministry.
- How does the concept of single-parent ministry as presented on the Leader Training Video compare with your expectations for our Single & Parenting ministry? Discuss any differences.
- What fears or concerns do you have about being involved in single-parent ministry?
- What are some of your biggest fears about facilitating a Single & Parenting group?
- What is your dream or vision for our Single & Parenting ministry?

These questions focus on the material presented in Session 1 of the Leader Training Video:

- How is Single & Parenting designed to be used?
- What are the three elements? Why are they important?
- In your own words, explain the concept of Single & Parenting as an “emergency room.”
- How does thinking of Single & Parenting as an ER (emergency room) ministry differ from the way you thought of it before?
- What can we do to maximize our Single & Parenting ministry’s outreach and impact in the community?

***Relevant sections in your Single & Parenting Leader’s Guide:***

*About Single & Parenting* (page 7), *Single & Parenting Distinctives* (page 11), *How Single & Parenting Works* (page 15), *Beginning Your Single & Parenting Ministry* (page 17) and *Defining Your Ministry* (page 21)

## **VIDEO 2: THE EIGHT SUCCESS TIPS**

### **SUCCESS TIP #1 – BUILD A TEAM**

- What unique contribution can you make to our leadership team? What gifts or strengths do you bring to this Single & Parenting leadership team?
- Considering the gifts and abilities of our current team, what other skills do we still need among team members to help our ministry be more effective in the community?
- Do we have enough people on our leadership team? Can you think of others in our church who might be recruited to help? (Make a list and select someone to contact these people to share the Single & Parenting vision and opportunity with them.)
- Discuss leadership team assignments.
- Discuss specific guidelines or rules your church has developed for leaders.

***Relevant sections in your Single & Parenting Leader’s Guide:***

*Finding and Recruiting Your Leadership Team* (page 27), *Job Titles & Descriptions* (page 127) and *Leadership Guidelines samples* (pages 141–142)

### **SUCCESS TIP #2 – READ THE LEADER’S GUIDE**

- Why is the Leader’s Guide important?
- As a team, what can we do to hold each other accountable to read the entire Leader’s Guide?

### **SUCCESS TIP #3 – WATCH THE LEADER’S VIDEO**

- Why is it important for each new leader to watch the Leader Training Video initially?
- How can we ensure that any new leaders we add have the opportunity to watch the videos?
- Why is it important for our leadership team to watch the Leader Training Video annually?

#### **SUCCESS TIP #4 – SIGN UP FOR THE LEADERZONE**

- What is the LeaderZone and why is the LeaderZone important?
- What features of the LeaderZone most interested you?
- What kind of system can we create to ensure that all current and future leaders are signed up for the LeaderZone?

#### ***Relevant sections in your Single & Parenting Leader's Guide:***

*Single & Parenting Web Resources* (page 49)

#### **SUCCESS TIP #5 – PROVIDE PARTICIPANT WORKBOOKS**

- Why is it important for each group member to have a personal copy of the workbook?
- What is the Hopework and why is it important?
- What are some things we can do to encourage our participants to use their workbooks?
- What is the best way for us to handle the cost of the workbooks?

#### **SUCCESS TIP #6 – CUSTOMIZE YOUR ONLINE FIND A GROUP LISTING**

- What is the online Find a Group search engine and how can it help us?
- Why is customizing your online listing important?
- Who will assume responsibility to keep our listing up-to-date?
- What are some other creative ways our team could publicize and promote our Single & Parenting ministry within our church? Our community?

#### ***Relevant sections in your Single & Parenting Leader's Guide:***

*"What to do first" checklist* (page 113), *Single & Parenting Web Resources* (page 49) and *Publicity* (page 61)

#### **SUCCESS TIP #7 – CONNECT WITH A CONSULTANT**

- Why is connecting with a Single & Parenting church consultant important?
- What issues would you like to discuss with our consultant?

#### ***Relevant sections in your Single & Parenting Leader's Guide:***

*"What to do first" checklist* (page 113)

#### **SUCCESS TIP #8 – PRAYER**

- Have we (personally and as a team) made an adequate commitment to prayer for our Single & Parenting group?
- What steps do we need to take to strengthen the prayer support for our group?
- Are there people in our church who would be willing to serve on a Single & Parenting prayer team? (Identify prospects and discuss who will contact them and organize the prayer team.)

#### ***Relevant sections in your Single & Parenting Leader's Guide:***

*Prayer support* (page 19)

## VIDEO 3: ENCOURAGE PARTICIPANTS TO ...

### FEEL WELCOME

- What is our strategy for creating an environment of warmth and hospitality?
- What is the best response if someone doesn't return after attending one or more sessions?
- Why is it wise to organize our hospitality in a way that has male leaders interacting with men who attend and female leaders interacting with women in the group? What are the risks if we don't follow this guideline?

### ATTEND AT LEAST THREE SESSIONS

- Why does Single & Parenting make this recommendation?

### COMPLETE THEIR HOPEWORK

- How can we influence participants to complete their weekly Hopework exercises?
- What's the best way to lead a discussion on the Hopework material if a majority of the group has not completed the exercises?
- What are some of the reasons people might not be doing the HopeWork exercises?
- What can we do as leaders to generate more enthusiasm for this material?
- Should we skip over this material if people aren't doing the work? (*Answer: NO!*)

### FOLLOW GROUP GUIDELINES

- Do we want to use the guidelines in the workbook, or do we want to create a list specific for our church?
- Are there any church-specific guidelines we need to be aware of and apply to our group?
- What is the best way to introduce group guidelines and hold group members accountable?
- What procedure should we use if a group member is not following the guidelines?

### LOOK FOR SIMILARITIES, NOT DIFFERENCES

- Why do you think Single & Parenting is placing such emphasis on making sure that all types of single parents feel comfortable?
- How might someone feel like an "outsider" in our group?
- How can we prevent this?
- Are we at risk of seeing a "clique" develop among any particular subset of the single-parent population, based on other programs in our church or our own personal experiences and biases?