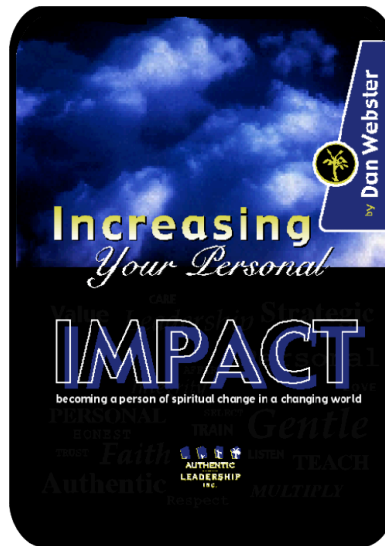


Increasing Your Personal Impact

Leadership Team Training



based on original materials by

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Preface.

A group of people does not necessarily make a team. The training contained in this manual is geared to help accomplish that ideal, serving as a supplemental guide to the Increasing Your Personal Impact workbook. It has been prepared to maximize the growth people can experience in their own lives through the source material and assist them in allowing it to ripple out into greater organizational impact. The curriculum follows the original chapters, utilizing an interactive approach that helps you operate as a facilitator to the unique needs of your team or group.

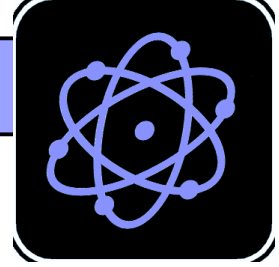
Each lesson begins with an overview and recap of the original material, followed by four major sections:

- **CATALYST:** This section serves as a springboard for group conversation, including an opener, a review from individual study, highlights from the previous week's challenge, and discussion of case study examples.
- **KEY CONCEPTS:** This section helps simplify the fundamental concepts of the original text by utilizing outstanding thoughts from it, Scripture, and contemporary life.
- **TEAM TRANSLATION:** This section involves two optional activities to help strategically process the material as it applies to your team and unique situation.
- **APPLICATION:** This section offers some practical ideas designed to help your leaders personalize and implement the material in your organization and their lives.

No matter what your role is in life, vocation, or ministry, there will come a time when you will be asked to teach others what you know. Whether you're a boss training your staff, an employee leading your co-workers, a volunteer asked to coach new volunteers, or the person who's been elected by a group of your peers to facilitate discussion, this book is a practical offering of the nuts and bolts needed to help you on that charge. While much of the material is original, there are notable contributions based upon the proven experiences of others.

So consider this the next step of your journey in Increasing Your Personal Impact. As you follow the ten essential attitudes and actions of Jesus Christ as a team, you'll discover joy on the journey of leading and serving together.

CATALYST



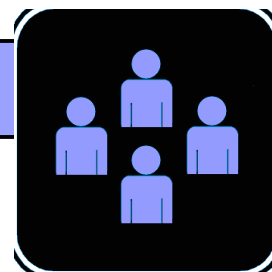
- **OPENER:** Describe a time during your adolescence when you felt like you were not a part of the “in” group. How did you feel when you were excluded? How does your profession occasionally make you feel on the “outside” of things?
- **DEBRIEF:** Share any of the insights you gathered from your own journey through Increasing Your Personal Impact. Also, share any stories from applying last week’s study.
- **CASE STUDY:** Sue was invited by some of her co-workers to go out to lunch. After their waiter came over to get their order, one of the women commented on his weight. While this already made Sue uncomfortable, her friend went on to share that “he probably couldn’t help it because all people of ‘his kind’ seem to be overweight.” Before long, some of the other women started telling stories of their experiences with this particular ethnic group, only to notice that Sue wasn’t participating or laughing. One of the women spoke up and said, “Sue, lighten up. He’s in the kitchen... it’s not like he can hear us!”
 - **Brainstorm as a team what you imagine Sue’s thoughts/emotions might be.**
 - **As a group, come up with three different things Sue can say in response to her co-workers.**
 - **Have three different people role play each one of these responses, with the rest of the group role playing the co-workers.**

KEY CONCEPTS



- **QUOTES: Respond to the following quotes as a team.**
 - “Your ability to impact another through showing respect has everything to do with who you see them to be.” – Increasing Your Personal Impact
 - “People do not care how much you know until they know how much you care.” – John Maxwell, speaker and author
 - “Suspicion often creates what it suspects.” - C.S. Lewis, author and professor, The Screwtape Letters
 - “R-E-S-P-E-C-T – find out what it means to me.” – Aretha Franklin, singer
 - “Show proper respect to everyone: Love the brotherhood of believers, fear God, honor the king.” – 1 Peter 2:17

TEAM TRANSLATION



- **GROUP ACTIVITY OPTION 1: Body Language**
 - **Preparation:** Before this activity, ask everyone to freeze whatever position and postures their bodies are in are for the next few moments.
 - **Teaching:** It's amazing what a difference our bodies can make to someone around us. We each use body language in our conversations whether we realize it or not. Here are some common ways our bodies can add or subtract from our communication:
 - Nervous: Pacing, wringing hands, or tapping your feet.
 - Confident: Locking your fingers and placing them behind your head.
 - Shy: Pulling away from someone physically or keeping your head down.
 - Defensive: Arms folded, flustered face, or looking like you want to interrupt.
 - Happy: A genuine smile or an indescribable sort of emotional glow.
 - Lying: Not looking people in the eye when you speak to them or forcing a smile when it doesn't seem natural.
 - **Activity:** While maintaining your posture, look around the room and examine the rest of the group. After ten seconds or so, discuss the following based on body language:
 - **Whose body language seemed to be showing the most respect?**
 - **Whose body language seemed the least interested?**
 - **How might your body language affect the people you lead?**
 - Some things to think about: Is your door usually open or closed? Do you arrive early, on-time, or late? Do you appear too busy for chit-chat or slow enough to be approached? Is your natural expression a smile?
 - **How might body language add to or subtract from a feeling of respect?**
 - **Challenge:** Here are three easy ways to encourage others – a look, a word, or a touch.
 - A look: Who in your life needs your full attention this week?
 - A word: Who in your life needs an encouraging phone call, conversation, or letter?
 - A touch: Who in your life needs a pat on the back or a hug?

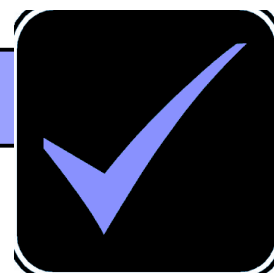
○ **Alternative Ideas:**

- If your budget allows: Purchase bendable actions figures from a toy store that can be posed in a number of positions. Use these as reminders of the importance of our bodies conveying respect to others.
- If your group is large: Have people divide up with those around them.
- If your group is small: Encourage accountability throughout the week.
- If your group is new: Commenting on body language may be too personal or invasive for new groups, so ask for volunteers to come up front and model different poses while the rest of the group comment on the display.

• **GROUP ACTIVITY OPTION 2: Video – *Remember The Titans***

- **Intro:** This movie is based on a high school football team from the 1960’s and the racial and social tensions they experienced during their first season. Their new coach is an African-American and his hope to build a unified team is bombarded by with one obstacle after another.
- **Play clip:** Cue to Chapter 10 on the DVD, “Lessons From The Dead.” The scene entails an early morning run through the woods until coming to a part of a cemetery at Gettysburg. You will end the clip as the scene concludes with these lines from Coach Boone (Denzel Washington): “If we don’t come together right now on this hallowed ground, we too, will be destroyed, just like they were. I don’t care if you like each other or not, but you will respect each other. And maybe...we’ll learn to play this game like men.”
- **Debrief:** Divide a wipe-off board with a line down the middle, labeling one side “Thoughts” and the other side “Feelings.” Have people respond to the clip you just watched by sharing any thoughts or feelings that got stirred up in them.
 - **Ask:** What does this clip have to do with respect? What do the thoughts and feelings we shared have to do with respect?

APPLICATION



• **SUMMING IT UP:** As a team, discuss these two questions:

- When it comes to shifting from using others to valuing others, in what ways are we doing well? In what ways is there room for improvement?
- When it comes to shifting from an attitude of arrogance to one of understanding, in what ways are we doing well? In what areas are there room for improvement?

- **PARADIGM SHIFTS:** In light of what you discussed through this lesson, consider the following and jot down a few thoughts on the sheet titled "PARADIGM SHIFTS" (APPENDIX A) to share with the leaders you work with.
- **SCRIPTURE STUDY:** Andrew was one of the most respectful disciples of Jesus, starting with his time as a student of John the Baptist. Since John's ministry was to prepare the way for the Messiah, it's no wonder why Andrew was found bringing people to Jesus, sharing the good news with his family, and serving behind-the-scenes on more than one occasion. While he's not mentioned as much as his brother Peter, his example of respect is notable.
 - In the next 48 hours, utilize the sheet "SCRIPTURE STUDY" (APPENDIX B) to spend some time in the Bible studying the life of **Andrew**. Specifically focus on the following verses, looking for just **one** outstanding application from Andrew's life regarding **"RESPECT – VALUING PEOPLE."**
 - **John 1:35-42**
 - **Matthew 4:18-20**
 - **John 6:5-9**
 - **John 12:20-22**
- **MEMORY VERSE:** In the next week, take some time to memorize and digest this verse.
 - "Show proper respect to everyone: Love the brotherhood of believers, fear God, honor the king." - 1 Peter 2:17

Appendix A

Paradigm Shifts.

APPLICATION

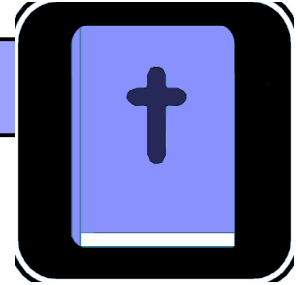


At the end of each lesson you're asked to consider how your perspective or paradigm has been affected. Using the following chart, jot down a few short thoughts to help you track your journey through this material so that you can better allow it to be a springboard for investing in your leaders through your own learning curve.

CHAPTER	What concepts did this lesson cause you to rethink?	What beliefs did this lesson reaffirm to you?
THE BIG PICTURE		
CHAPTER ONE		
CHAPTER TWO		
CHAPTER THREE		
CHAPTER FOUR		
CHAPTER FIVE		
CHAPTER SIX		
CHAPTER SEVEN		
CHAPTER EIGHT		
CHAPTER NINE		
CHAPTER TEN		

APPLICATION

All throughout the pages of the Bible are real life examples of individuals trying to follow God in practical ways. Using the chart below, take notes in your study of various people and any outstanding leadership lessons from their lives. Let their desire to increase their personal impact become a contagious lesson in and through you.



CHAPTER	INDIVIDUAL STUDIED	ONE OUSTANDING APPLICATION THAT STANDS OUT FROM THIS PERSON'S LIFE
THE BIG PICTURE	PETER	
CHAPTER ONE	ANDREW	
CHAPTER TWO	JAMES	
CHAPTER THREE	JOHN	
CHAPTER FOUR	JUDAS	
CHAPTER FIVE	MATTHIAS	
CHAPTER SIX	MARY	
CHAPTER SEVEN	PAUL	
CHAPTER EIGHT	NATHANAEL	
CHAPTER NINE	PHILIP	
CHAPTER TEN	JESUS	