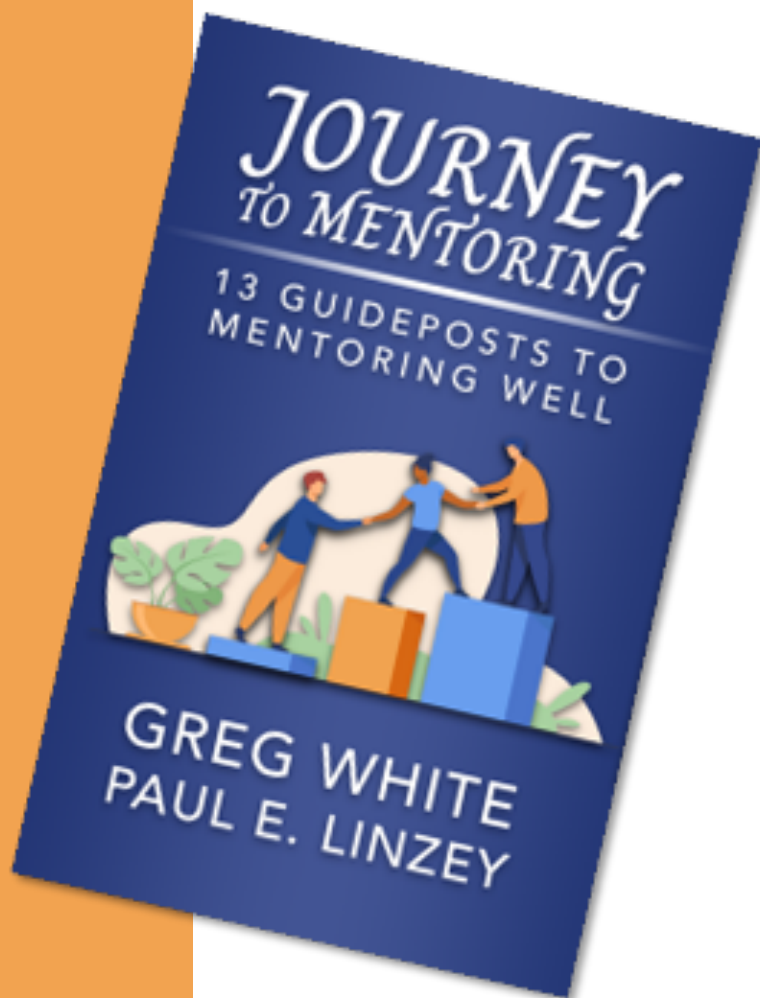


STUDENT WORKBOOK



Guidepost #1: CONNECT

Mentors move from communicating to connecting, building rapport.

Think about this quote:

“Reputation is how others see you. Image is how you see yourself. Character is how God sees you. Integrity is when all three come into alignment,” Anonymous.

Which ones are you in alignment?

In what area are you out of alignment?

What are you going to do about it?

FOR YOUR CONSIDERATION

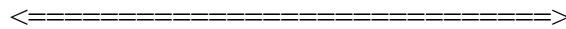
1. How do you know when have made a positive connection with someone?
2. What does it take to keep that connection alive?
3. What can you do to establish “common ground” with someone who is different from you?

DIGGING DEEPER

1. Think about someone you have built a rapport with. How did it happen?
2. Why are relationships easier and better when you have rapport with people?

3. Describe a time when you felt comfortable enough with a friend to share a personal problem you were having.

What led to your feeling comfortable enough to discuss it?



MISSION/VALUES

MISSION:

Come alongside pastors and church leaders to navigate obstacles and maneuver the maze of ministry to make a difference in their calling.

How would you reword this for your own mission in mentoring?

VALUES:

INTEGRITY -

Proverbs 10:9 ESV, Whoever walks in integrity walks securely, but he who makes his ways crooked will be found out. Where am I in alignment with God's word?

Where is there misalignment? How will I bring alignment back?

VALUE PEOPLE -

John 3:16,

VALUE PEOPLE IE MAKING A DIFFERENCE helping them to make a difference

Building Trusting Relationships in the Mentoring Process.

Who will I add value to today?

PRESENCE OF GOD -

R. T. Kendall writes, "I have discerned by trial and error that the more conscious I am of God's presence the more I feel like being myself. The less conscious I am of His presence the more I feel the need to prove myself. But the more I am myself the greater my liberty."¹ Become a person of presence by cultivating the presence of God in your life. People will not only see the difference, but they will also feel the difference in you. His presence transforms. Psalm 16:11 reminds you that in His presence "there is fullness of joy." (Kendall, 1998) Pray for and with those you are mentoring. Have I connected with God today?

YOUR CALLING -

I was taught, “You work a job, you build a career, but a calling is bigger than you, it is from God.” Am I living and growing in my calling?

GROWTH -

As I grow, I Guide others to grow!

Paul to Timothy, 1 Timothy 4:7, “...Train yourself for godliness.” Where do I need to grow personally? Where are you growing today? In what areas do you need to grow?

1 R. T. Kendall, The Anointing (Thomas Nelson, 1998) [Kindle Locations 717-719].

Guidepost #2: COME ALONGSIDE

Mentors make you aware you are not alone.

From time to time, we need to be reminded that God is present. He is here to help.

Have you discovered this?

What should you do about it?

FOR YOUR CONSIDERATION

1. How can you become like one of these pastors who called me?
2. Who is God nudging you to call today?

DIGGING DEEPER

1. Describe a time you felt alone.
2. How did it make you feel?
3. What were the circumstances?
4. What triggered an awareness that God was with you?
5. Who came to you or called reminding you that you were not alone?

6. How can you share this experience with someone you are mentoring to help bring this same awareness?

APPLICATION

Living in the basement of insecurity, *(Write down a time you were in this basement, alone. How did you feel? When did you walk upstairs? Who encouraged you to walk upstairs?).*

Your role as a mentor is to live with an awareness of the presence of God.

Describe your time with God today.

Guidepost # 3: CONCENTRATE ON LISTENING

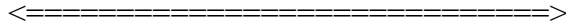
Mentors listen to understand you.

FOR YOUR CONSIDERATION

1. Have you ever discovered while talking with someone that he or she wasn't listening to you?
2. What's it like to discover that the person you're in a conversation with doesn't really care?
3. On the other hand, how has someone listening to you affected you positively?

DIGGING DEEPER

1. When have you left a conversation feeling encouraged either because you listened to someone or because someone listened to you?
2. Identify an encounter where you added value to someone just by listening. Or when you felt respected when someone else listened to you.
3. In the conversations you thought of, what difference did listening make in you or in the other person? How does reflecting on those conversations encourage you to be a better listener?



Seven components to be aware of and intentionally about to listen like a leader. - Ray Popham
Ray is one of my mentors. You can see an outline of this in the book? As a mentor you do have influence on peoples thoughts.

1. Listen to LEARN
Helps us to answer the exit question what did I learn? Listening positions us to say, “I don’t know it all.” Go into the conversation with the attitude I want to learn something.
2. Listen to LOVE.
Question to come out of conversation: how can I better love them? The way we listen to love we ask what do people need, what are they going through, what do they care about, what is important to them.
3. Listen to UNDERSTAND
Question: what do I now understand better about the person. Their strengths, gifts, personality, etc. What do I better understand about myself - am I lacking in this area, am I blessed in this area. John Maxwell, “The best listeners are those that understand the purpose and the meaning of what is being said.”
4. Listen to CONFIRM
Question: What was confirmed to me? What confirmed what I already knew, felt, concerned about? What is true, or what is relevant?
5. Listen to FORESEE THE FUTURE
Question: What can I foresee about the future? What is the trajectory I am on? If I can see the future, I can better direct the future. A leader sees more and further... What can I expect, what do I look for, what do I need to prepare for?
6. Listen to REMEMBER
Question: What am I reminded of? Listening reminds us of our progress. So we can mark milestones instead of carrying millstones. There are certain things that put wind in your sail: Purpose - People - Progress.
7. Listen to GROW
Question: How did I or how can I grow?

Guidepost # 4: CREATIVE COLLABORATION

Mentors inspire creativity

FOR YOUR CONSIDERATION

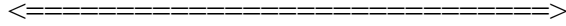
1. Collaborate: the act of working with another person or group of people to create, produce, or accomplish something. When people brainstorm together or work together, there is the potential for creativity and dynamic effectiveness that are greater than when one person works alone.
2. How can we develop collaboration in the mentoring process?
3. How can we look at board meetings and staff meetings as collaborating sessions designed to dream together for a goal or a vision toward an awesome future?
4. How will you develop your people to be a collaboration team that will help move the church out of yesterday, into today, and then see far beyond?

How can you use the idea of a “health team” to develop or tweak vision?

How might you incorporate a team approach to build and implement an effective strategy?

Who will you ask to be on your “health team”?

When will you start?



1 COR 12:12–14. For as the body is one and has many members, but all the members of that one body, being many, are one body, so also is Christ. 14 For in fact the body is not one member but many.

We were made to be part of His body, the church.

It means we are not alone in the task we have been called to do!!!

1 Corinthians 12:15-16. If the foot should say, "Because I am not a hand, I am not of the body," is it therefore not of the body?

16 And if the ear should say, "Because I am not an eye, I am not of the body," is it therefore not of the body?

The foot and the ear want to be something else.

Some responsibilities are unseen yet they are very important.

Think of some responsibilities in the church where people are unseen or unnoticed.

How can you make them feel appreciated?

How can you help them see that their roll is an essential part of church life?

The people in the sound and video booth during the Sunday Morning Service.

The church is clean Sunday morning, someone cleaned the church no one was looking. The lawn and flowers look great as you drive into the parking lot. Someone this week was working to have this happen. And the list goes on.

My observation is that there are creative people working behind the scenes to make our service on Sunday Morning enjoyable. And it takes a lot of collaborative work to make this happen.

God has arranged the parts; As He wants them. Where we serve and our function in serving is by Divine Appointment. As we work together - we worship God by action. This worship together builds collaboration, makes the work uncomplicated, enjoyable, and accomplishes what is needed for the moment.

Guidepost #5 : EnCOURAGE

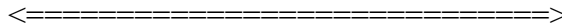
Mentors are dealers of hope.

FOR YOUR CONSIDERATION

Have you been around people who discouraged you?

How did they make you feel?

What did you do to recover?



John Maxwell teaches that People are like elevators, they either take you up, or take you down.” Some people have a permanent “B” button in their elevator, they seem to always take people to a lower level.

Which button is fixed in your elevator; up or down?

You and I have a choice today and every day, and that choice is whether we are going to act and speak in ways that discourage or encourage others.

Who do you know that needs encouragement today?

Write down their names:

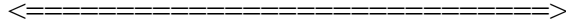
Think about how you might add value to them.

Then, go to them in person, or call them, text them, send them a note in the mail. I still have a few notes people sent me years ago, and I still refer to them and find fresh encouragement.

Start praying now for your next mentoring session.

And start thinking about how you might want to impact your mentee by encouraging.

Remember, a good mentor is a dealer of hope.



Put the book down and go (either physically or by phone) to encourage someone. This will give you a boost of energy to complete the rest of your day!

Gratitude encourages people.

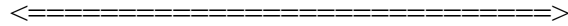
Nancy and I were driving home from speaking at a church and saw a restaurant ahead at a golf course. I noticed a man who looked like he worked there and asked him where was the entrance. He gave us clear instruction. Then I asked him if he was the cook. He simply said yes. We entered the building and were impressed by its cleanliness and the workers who served us. At the end of a delicious meal, I asked the waitress if I could speak to the chief. He walked toward me and I said, "Sir, you are not a cook, you are a chief. The food was delicious, the service was great and I would recommend this restaurant to anyone I know who comes this way." He told me, he never had anyone tell him this, and he appreciated my comments. I walked away feeling encouraged myself.

Proverbs 12:26, Anxiety weighs down a heart, but a kind word cheers it up.

Guidepost #6: CONFIDENCE

Mentors enhance the mentee's self-confidence

Mentors today have an opportunity to help people when they feel like a failure, when they want to throw in the towel. Your words might seem abrasive at times, but when the Lord uses them to bring people back to where they need to be, you will have fulfilled your mission.



A young man, on his 21st birthday, asked me what one advice I would give him at this point his life. I replied, "Don't quit!" "There will be times you will want to throw in the towel and walk away, stay the course, persevere. You will be glad you did!"

Hard times teach us valuable lessons when we reflect afterward.

Ask yourself: What lesson have I learned from this situation?

What did I experience?

How did I handle the situation?

What could I have done differently?

DIGGING DEEPER

1. Where have you experienced God in a way that shaped your future?

2. When you are afraid, what insecurity arises?

How did you handle your insecurity?

What lesson have you learned?

3. Do you remember the day God called you into ministry?

How did you respond?

What changes in your life did this bring about? Initially, did you follow God or run?

Think about the challenges you face today and remember that God created you. He made you with this purpose in mind. Not only did God create you, but he is also thinking about you. God also wrote down every day of your life as you were being formed in your mother's womb.

Are you living your days with this in mind?

Are you curious about what God had already written about you for today?

Who can you come alongside to help them see their worth God's Kingdom?

Who can you encourage to chase their calling?

When you do this, you bring clarity in their life and will build confidence in fulfilling their call.

Read again the section beginning on page 32 regarding building confidence.

Which one speaks to you the most?

This is not a complete list, is there anything you would add?

Guidepost #7: CONSTRUCTIVE FEEDBACK

Mentors share actionable feedback with love and grace.

We all fail from time to time. When we do, we experience stress, discouragement, and anger, and we are faced with an opportunity to choose: will we keep doing what we've been doing and perhaps fail again?

Or will we seek feedback and input that will help us learn and improve so we do better the next time we're up to bat?

Who will you seek out for feedback?

FOR YOUR CONSIDERATION

1. Have there been situations where you made a significant mistake because you either didn't have the input needed, or because you ignored the feedback?
2. Think about a time you received feedback which helped you improve.

How did the person approach you?

How did you respond initially?

What were the benefits of the feedback?

3. Whether you are the mentor, or the person being mentored, it's important to choose your words wisely.

Remember, your words have the power to tear down, destroy, and devastate others. Or your words can build up, heal, and restore them to life, joy, and hope.

Let It Go or Let's Go.

Sometimes the feedback must be that blunt.

Guidepost # 8: CONTEMPLATE THE FUTURE

Mentors inspire future thinking: vision/strategy.

In his book, *The Power of Vision*, George Barna said that “Vision usually outlasts the visionary.”

In Ezekiel 18:5 God says to his people, “Imagine a person who lives well, treating others fairly, keeping good relationships” (The Message).

What do you imagine when you contemplate the future of the church you pastor?

FOR YOUR CONSIDERATION

If finances and resources were not the problem, what would your vision be for the church.

What is the future you dream for your church or ministry?

How can organizational leaders and the rank-and-file work together to formulate a vision and a plan?

DIGGING DEEPER

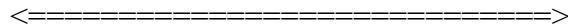
How does your vision align with God’s Word?

How does the vision include people making disciples?

Where does the vision include equipping leaders?

Does the vision inspire and motivate you and the people you lead?

A good mentor keeps you in alignment with your vision.



Vision fades if we are not careful. Maybe we have arrived. Then the vision probably was not big enough. Ken Wallace, who pastored the same church over 30 years, advised me once when you have lost vision, “Get alone with God and stay there until a greater vision comes.” I would add to this: have a team of people praying and fasting with you until vision is recharged. Remember when there is no vision, the people cast off restraint. Literally “let go” and when people “let go” they drift.

I have been speaking at different churches since retiring from pastoring, and what I have observed is there are churches that used to run over 200, some 400 and now their average attendance is 10 some up to 40. What happened: they seem to have this in common: vision faded. Have you lost your vision? Put every ounce of effort in getting vision back. Remember when vision fades, people drift.

EXPLORE YOUR JOURNEY

Explore: To reach your goals you must take the step into the unfamiliar.

XY Coordinates:

Where are you?

Where do you want to go?

Passion:

What brings a tear to your eyes?

What frustrates you?

What puts a smile on your face?

What makes you laugh?

What do you dream about?

What are you passionate about?

What inspires you?

Limitations:

What Obstacles do you need to overcome?

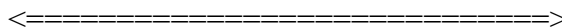
Opportunity:

What Opportunities do you see?

Relationships:

Who can you ask to go with you to fulfill the goal?

Experience:



21. Questions for Pastors to ask themselves.

1. What are the church's values?

1. How does your life reflect these values?
2. Where are you seeing the people of the church live out these values?

2. What is the church's mission?

1. Are you on mission?

3. What is the church's vision?

1. Are you on track to fulfill the vision?
2. What do you need to do today?
3. Who is on the journey with you?
4. Who are you training and equipping to fulfill the mission and vision?

4. What am I doing to shape the culture of the church?

5. What am I doing to build the church?

6. Who will you follow up with?

1. How many calls will you make?
2. How many email or notes will you send?

7. Who are you discipling this week? Regardless of the curriculum you are using, you are the curriculum!

1. Who are you developing to disciple others?
2. What is your process?
3. What resources are you using?

8. What are you studying this week?

1. What books are you reading?
2. What are you highlighting?
3. What notes are you writing down?
4. How will you use them?

9. What sermon are you developing this week?

1. Scripture
2. Main Thought
3. Main Points
4. Close/Altar Call
5. Stories
6. Illustrations/Quotes
7. Opening

10. What series are you developing?
11. Who are you equipping?
12. How is your devotion/prayer time?
13. Who are you praying for today?
14. What are you learning about God?
15. What are you learning about yourself?
16. What concerns do you have?
17. What challenges are you facing?
 1. How are you handling it?
 2. What problems do you anticipate?
 3. Who can help you?
 4. What obstacles are you facing?
 5. Who do you need to confront?
 6. Who do you need to help you?
 7. Where are you getting encouragement?
18. What are you singing, whistling, humming about?
What is putting a song in your heart?
19. Where are you growing?
 1. Where do you need to grow more?
20. Who is mentoring you?
 1. When is the next session? Are you prepared?
 2. What questions are you going to ask?
 3. Have you accomplished the assignment or read the next chapter?
21. Who are you mentoring?

GUIDEPOST #10: COURSE ADJUSTMENTS

Mentors help you to navigate life and ministry.

“Forward movement is not helpful if what is needed is a change of direction.” - David Fleming

FOR YOUR CONSIDERATION

1. What wrecks or roadblocks are you stuck behind?

2. Have you made any course corrections recently?

Explain:

3. Are you still trying to figure out which way to go?

DIGGING DEEPER

1. What do you fear?

How have you worked through those fears and found the courage to move forward?

2. What brings stress to your life?

How do you gain composure and become calm?

3. What insecurities do you face?

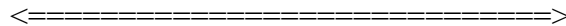
As Gerhart Tersteegen once said, “As long as we want to be different from what God wants us to be . . . we are only tormenting ourselves to no purpose.” However, on the other side of insecurity is confidence. If we successfully deal with our internal struggles, we can lead in confidence because:

1. We know Jesus.
2. By being aware of the obstacles, we are able to adjust our course.
3. We live and work under Christ’s authority, and he is the one who gives us the confidence we need.

- What does God need to do to get your attention?

- How will He show up to get your curiosity to come to Him?

- How will you respond when He calls?



“As you wonder in life,
let this be your goal:
Keep your eye on the donut,
and not on the hole.”

So many times “donut the hole” syndrome messes us up; Looking at what is not important and getting off course in the journey.
Keep your eyes looking forward toward the goals you set to move you toward vision
Keep your eye on Christ and you will walk towards what God has planned for you.

Guidepost #11: ReCHARGE

Mentors plug you into that which energizes you.

FOR YOUR CONSIDERATION

1. Your phone needs to recharge at least once a day! You require more each day than your phone, yet there are times you run on empty.

2. What can you do to develop a balanced rhythm of rest and work?

3. We are usually at our best when we are well rested and fresh.

4. In Genesis 1 and 2, God created the heavens, the earth, and everything on the earth, including life. Then stopped creating.

Occasionally, do you stop working long enough to relax, rest, and restore? To refresh your important relationships and regain your energy and focus?

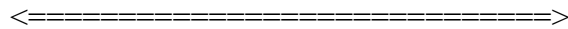
DIGGING DEEPER

1. Doing something different can help you relax and rest.
2. Talk with one or two people close to you and come up with a list of several ways you can relax, unwind, and turn off the business.
3. Set aside an hour to plan your next day off.

If you're married, include your spouse in the planning.

If you have kids, make sure they have a say. And then do it!

So I say to you who are mentors, you who are pastors, you who are businesspersons, you who stressed and burdened: Take your vacation. Guard your day off. Take a Sabbatical at the proper time. You'll be more effective for the Kingdom of God, the church, and your family over the course of your lifetime. You'll be happier and healthier. And God himself will be pleased.



As you finish this chapter my prayer is that you are convicted, and convinced of the importance to take your day off and take your vacation. Your kids will thank you, my kids will thank you. It is vital for you to have reserved energy for the work you are doing for the Kingdom of God. Eventually I learned there were times I could not have my day off, for instance because of a funeral. I began taking another day off for that week. It will make the difference.

Ponder the poem Henry Wadsworth Longfellow wrote about the village blacksmith:
Part of it reads:

"Toiling, rejoicing, sorrowing,
Onward through life he goes;
Each morning sees some task begin,
Each evening sees it close;
Something attempted, something done,
He earned a nights repose."

GUIDEPOST #12: COMPLETE

Mentors equip you toward greater achievement.

FOR YOUR CONSIDERATION

1. Equipping for ministry is the process of training, resourcing, and empowering people to effectively carry out their role in ministry.

What does that look like for you?

2. How can you help individuals develop their God-given gifts and abilities, grow in their faith, and serve the church and community in an effective, practical, and impactful way?

3. Equipping is an on-going process and not a one-time event.

DIGGING DEEPER

1. What is your mission as a leader?

As a mentor?

2. Read Ephesians 4:11-16.

What does it mean to “equip” (ESV) or “perfect” (KJV)?

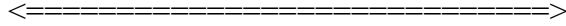
3. How do you do that?

Come up with five or six possible methods.

4. According to the writer of Ephesians, what are the expected results of equipping and perfecting?

Go over the practical applications listed in the book. P 70

What would you add?



One of the books I use while mentoring someone is *Developing the Leader Within You 2.0* by John Maxwell.

John writes in the preface, “If this book is new to you, you’re in for a treat, because you’re going to receive everything you need to take a significant step in your leadership journey.”

Read the titles of the chapters and you will discover why this is an indispensable book for use in mentoring, especially Pastor’s and church leaders.

1. The Definition of Leadership: Influence
2. The Key to Leadership: Priorities
3. The Foundation Leadership: Character
4. The Ultimate Test of Leadership: Creating Positive Change
5. The Quickest way to Gain Leadership: Problem Solving
6. The Ultimate Plus in Leadership: Attitude
7. The Heart of Leadership: Serving People
8. The Indispensable Quality of Leadership: Vision
9. The Price Tag of Leadership: Self-Discipline
10. The Expansion of Leadership: Personal Growth

Maxwell, John C.. *Developing the Leader Within You 2.0 (Developing the Leader Series)*
HarperCollins Leadership New York, New York. 2018

GUIDEPOST #13: CELEBRATE MILESTONES

Mentors acknowledge your win and moves you on the next one.

FOR YOUR CONSIDERATION

When you celebrate a milestone, you are acknowledging what you have accomplished, recognizing the efforts of those who were involved, and taking time to thank the Lord for his kindness and goodness.

DIGGING DEEPER.

1. Review the benefits of celebration listed in the introduction of this chapter
2. What was the last milestone that you celebrated?
3. Ask the person you are mentoring about a significant accomplishment he or she recently experienced personally, and then find a way to celebrate it together.
4. What is going on in your workplace or congregation right now that you could celebrate?

Celebrate! Have fun together; you worked hard for this. Observe a victory, a milestone you just crossed and rejoice. You will feel refreshed for the journey ahead.

Now that you have finished the book, go celebrate and contemplate and put to practice what you have learned.

