

Name _____ Date _____ Course Grade _____



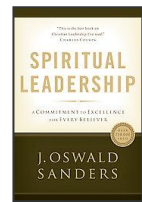
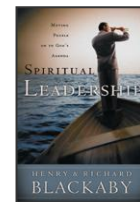
Session 1: The Leader's Challenge 8
 Session 2: The Leader's Role 11
 Session 3: The Leader's Preparation..... 14
 Session 4: The Leader's Vision 17
 Session 5: The Leader's Character 20
 Session 6: The Leader's Goal..... 23
 Session 7: The Leader's Influence 26
 Session 8: The Leader's Decision Making 29
 Session 9: The Leader's Schedule..... 32
 Session 10: The Leader's Pitfalls 35
 Session 11: The Leader's Rewards 40
 Session 12: Group Presentations..... 43
 Session 13: Sermons or Individual Projects 43
 Session 14: Booklet Presentations..... 43

Course Description

This course focuses on how to teach and practice the principles of spiritual leadership. Topics include the leader's challenge, role, preparation, vision, character, goal, influence, decisions, schedules, pitfalls, and rewards. Students will develop an action plan for spiritual leadership in ministry and complete a self-evaluation of current roles and leadership styles.

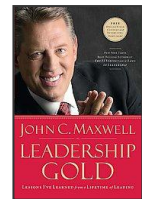
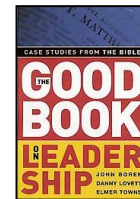
Required Textbooks

1. The Holy Bible. A translation, such as the *New International Version*, the *New American Standard Version*, or the *New King James Version* is recommended for study. A paraphrase, such as *The Message*, or the *New Living Translation* is recommended for enhanced understanding.
2. Dr. Henry Blackaby and Dr. Richard Blackaby. *Spiritual Leadership: Moving People on to God's Agenda*. Nashville, TN: Broadman and Holman, 2001. 9780805418453
<http://www.bestwebbuys.com/9780805418453>
3. Dr. J. Oswald Sanders. *Spiritual Leadership: A Commitment to Excellence for Every Believer*. Chicago, IL: Moody, 2007. 9780802482273
<http://www.bestwebbuys.com/9780802482273>



Recommended Books

4. Dr. John C. Maxwell. *Leadership Gold: Lessons I've Learned from a Lifetime of Leading*. Nashville, TN: Thomas Nelson, 2008. 9780785214113 <http://www.bestwebbuys.com/9780785214113>
5. Dr. John Borek, Dr. Danny Lovett, and Dr. Elmer Towns: *The Good Book on Leadership: Case Studies from the Bible*. Nashville, TN: Broadman and Holman, 2005. 0805431675



Books may be ordered through a local bookstore or on the Internet. To receive the MS Word version of the portfolio email the professor.

Student Requirements

First, successfully complete the **quizzes** in the **Portfolio** before class. This will assist student-leaders in focusing on core information and developing the time-on-task study skills and writing skills essential to effective learning and long-term memory.

Second, maintain the **journal** in the Portfolio using the three-step process of observation, interpretation, and application: (1) What is God teaching you in this session? (2) How are you going to apply these concepts to your life, family, and ministry? (3) How can your church apply these concepts to making disciples and developing leaders? This will assist student-leaders in developing reflection, application, and decision-making skills essential to spiritual growth.

Third, each session **discuss** the quizzes and journal in the Portfolio. (1) What are we as a group learning about the Bible and transformational leadership in this course? (2) How can we as leaders apply these concepts to our lives, families, and ministries? (3) How can our churches apply these concepts to making disciples and developing leaders? This will assist student-leaders in developing the relational, speaking, and creative/critical thinking skills essential to effective teaching and servant-leadership.

Fourth, complete the **final exam** in the Portfolio. Summarize spiritual leadership by Blackaby in 500 words and spiritual leadership by Sanders in 500 words. This will assist student-leaders in developing long-term memory through multiple reviews of the core material and in focusing on transformational leadership and teaching skills. This will serve as the basis for the booklet or term paper. Week 11

Fifth, contribute to a **group presentation** titled **Excellence in Leadership** based on one of the topics in J. Oswald Sanders' book. This group presentation can be a PowerPoint presentation, dramatic skit, role-play, set of illustrated charts or drawings. This will assist student-leaders in developing the creative/critical thinking and teamwork skills essential to effective teaching and servant-leadership. Week 12

Sixth, present a typed **sermon manuscript** or **individual project** titled **Principles of Spiritual Leadership** based on textbooks, online articles, course notes, and other sources. The individual project can be a sermon manuscript, booklet, chart, collage, dramatic reading, graphic organizer, monologue, outline, painting, poem, PowerPoint, scroll, song, timeline, or webpage (10 minutes). This will assist student-leaders in developing their learning and teaching style skills essential to effective servant-leadership. Week 13

Seventh, present a typed **booklet** or **term paper** titled **Action Plan for Excellence in Spiritual Leadership** based on textbooks, online articles, course notes, and other sources for distribution in your church. Be sure to footnote all the ideas, paraphrases, and direct quotes in your paper, whether from books or the Internet. Booklet should be at least 2,000 words in length. Text should be single-spaced. Font should be Times New Roman 12. Begin with an introduction and conclude with an application or call for commitment. Include illustrations and charts. This will assist student-leaders in developing the creative/critical thinking and writing skills essential to effective servant-leadership. Week 14

Welcome to spiritual leadership!

Your mentors in this course are Dr. Henry Blackaby and Dr. J. Oswald Sanders

Accelerated Transformational Adult Learning

Our mission is to bring glory to God by assisting local churches to equip believers of various cultures and languages to live and minister biblically based on the inerrant Word of God. This equipping includes building biblical knowledge, Christian character, and ministry skills through church-based training centers. The course objective is to take student-leaders from where they are and move them to where they need to be. Students will learn how (1) to read with their brains, (2) to remember what they have read, (3) to sharpen their thoughts through journaling, (4) to speak effectively before others, (5) to work as learning teams of leaders, and (5) to biblically apply what they are learning to life, family, and ministry. Adults learn in multiple ways and so this course incorporates multiple learning styles. According to the **Cone of Learning**, writing, discussing, and applying are more effective learning strategies than the passive lecture used in many schools. The portfolio is foundational to learning because students remember more of what they write, discuss, and apply. The portfolios are designed to guide students in training themselves in how to read with their brains, how to summarize information, how to write and speak effectively, how to reflect and apply what they are learning, and how to work in groups.

The purpose of the **quiz** is to train your mind to actively reflect, analyze, and summarize key concepts which will then be synthesized and applied in journal reflection and group discussion. Learners remember more of what they actively discuss and apply than what they passively read and listen to. This is a key component of accelerated adult learning. Each student must do his part of the assignment so that the entire group can advance.

The purpose of the **journal** reflections is to guide/mentor you in discovering that genuine learning is about life change and developing Christian character. Thinking about what you are learning and discussing how to apply it with others has a way of making learning practical and meaningful and transformative. Reflection on Christian virtues (purity, integrity, honesty, self-control, charity, generosity, diligence, persistence, patience, kindness, compassion, courage, and humility) is a key component of character development.

The purpose of the **group activity and presentations** is to train you in how to display your thinking in charts, graphs, illustration, and drawings.. Displaying your thinking brings ideas to life in a special way and engages the whole group in the creative thinking process. Students learn better together. Over 80% of adults are visual learners. This is a key component to creativity, collaboration, cooperation, and team leadership—as well as in teaching the Bible. ...

The purpose of the **final exam** is an opportunity to put your thoughts together so that you can act on them and experience life change. The final exam provides multiple exposures to key concepts. Writing clarifies and sharpens your thoughts. The final exam is where students collect the ideas of mentors in order to fully develop and utilize them. By reviewing the final exams on an annual basis you will be able to harvest and retrieve what you have learned when you need it (otherwise you will lose it). Evaluated writing is a key component of learning, communicating, and leading.

The purpose of the **group presentations** is for students to learn to work together. Students benefit from group interaction as they communicate, cooperate, and collaborate. The public speaking component of this assignment along with formative feedback helps students gain experience and confidence. Students learn best in professional learning communities.

The purpose of the **sermon or individual project** is for students to improve by using their preferred learning strengths and creativity. Students benefit from using the unique God-given personality, gifts, and abilities as they teach and train others. The public speaking component of this assignment along with formative feedback helps students gain experience and confidence in teaching and preaching.

The purpose of the **booklet or term paper** is for students to enhance their writing skills. Students multiply their ministry as they communicate what they are learning to family, friends, and those they minister to in written form. Writing helps clarify ideas. Students benefit from the opportunity to both write and speak in formal settings. The public speaking component of this assignment along with formative feedback helps students gain experience, confidence, and vital ministry skills.

Introduction

Spiritual Leadership Quotes

A spiritual leader always knows what God is doing in the life of his congregation. –Henry Blackaby
Are you a spiritual leader or a religious politician?
All great leaders are optimists—dealers in hope.
Bureaucratic leaders make others feel unimportant.
Counseling pastors focus on people's weaknesses; equipping pastors focus on people's strengths. –
John Maxwell
Consensus is the absence of leadership. –Margaret Thatcher
Develop the strengths of your leaders.
Don't let authority go to your head.
Don't try to move the bus until you have the right people on board. Don't initiate your vision until you
have the right trained leaders. –John Maxwell
Each time you raise the standards for leadership, you bring everyone else in the church along a little
bit—a rising tide raises all the boats in the harbor. –Rick Warren
Genuine leaders do not make excuses; they don't start with the problem; they start with God.
God usually assigns us to a place where we are most needed, not where we are most wanted.
Great leaders are specialists, they won't do what they can't do.
If people are coming to work excited, if they are making mistakes freely and fearlessly, if they are having
fun, if they are concentrating doing things, rather than preparing reports and going to meetings—
then somewhere you have leaders. –Robert Townsend
If there were no problems, there would be no need for leaders.
If you are a Christian, you are a target of Satan; and if you are in ministry, you are a bull's eye.
If you are lonely at the top you are not a leader. –John Maxwell
If you are lonely, get down from the mountain and connect with your people. –John Maxwell
If you revive the leader, the people will be revived.
It is better to light a candle than to curse the darkness.
Leaders are readers, and readers are leaders.
Leaders are only for change if it is their idea. –John Maxwell
Leaders fail when they believe themselves to be invincible.
Leaders take risks for what they believe in.
Leaders who are lonely are lonely—because they have never had significance in their lives; they have
lived for themselves. –John Maxwell
Leadership is about getting somewhere.
Leadership is influence.
Mobilize your people to open their eyes and ears to what God is doing around them. –Henry Blackaby
Passing the baton—Jesus, Apostles, Stephen, Saul, Timothy.
People prefer to follow those who help them, not those who intimidate them. –C. Gene Wilkes
Release people to do what God is calling them to do. –Ephesians 4
Remember, the greatest risk is not to risk at all.
Teamwork is important, but team leadership is even more important—it is the multiplication of your
ministry. –John Maxwell
The #1 rule of management: whatever gets rewarded gets done. We don't get what we want to get, nag
to get, ask to get or beg to get. We get what we reward. Whatever gets rewarded gets done.
The ability to lead is important, but the ability to teach others how to lead is even more important. –John
Maxwell
The ability to detect ability in others is the greatest leadership ability of all.
The four "I"s of leadership—integrity, intellect, intensity, insight.
The greatest leadership ability is to discover and develop leaders. –Elmer Towns
The key to a spiritual leaders life is his personal relationship with God. –Henry Blackaby
The key to motivating people is catching them doing something right.
The needs of people do not set the agenda of the spiritual leader—the will of God sets the agenda. –
Henry Blackaby
The Right Information Makes for the Right Decisions
The role of a spiritual leader is to know the will of God. –Henry Blackaby

There are three types of leaders: risk-takers, care-takers, undertakers.

You can lead from anywhere.

Your destiny is determined by the books that you read and the people that you meet. –Howard Hendricks

Your vision determines your character; your character determines your leadership.

We have to have managers, but if the pastor is managing the church, who is leading the church?

What makes a leader? intelligences, integrity, imagination, skill? No! It is the fact that the man has a following.

When leaders lack accountability they fail.

Why do we need leaders? Because there are problems that need to be solved.

Without leadership skills it is impossible for a pastor to succeed as a pastor. –John Maxwell

External Links

1. Apologetics <http://www.4truth.net>
2. Baptist Theology <http://www.baptisttheology.org>
3. Bible http://www.bible.org/series.asp?series_id=76
4. Bible Atlas Online <http://anova.org/sev/atlas/htm/>
5. Bible Bulletin Board <http://www.biblebb.com/>
6. Bible History <http://www.bible-history.com/>
7. Bible in Pictures <http://www.creationism.org/books/BibleInPictures/>
8. Bible Land Photos <http://bibleplaces.com/>
9. Bible Study Notes by Dr. Thomas Constable of DTS <http://www.soniclight.com/constable/notes.htm>
10. Bible Study Resources www.bible.org
11. Biola <http://www.go2rhcc.com/resources/OTHist/homepage.html>
12. Blue Letter Bible Timeline <http://www.blueletterbible.org/study/parallel/timeline/index.html>
13. Blue Letter Bible Study Tools/Charts <http://www.blueletterbible.org/study/>
14. Books of the Bible Daniel Akin – SEBTS <http://www.sebts.edu/president/>
15. Christian Classics Ethereal Library “World Wide Study Bible” <http://www.ccel.org/wwsb/>
16. Crosswalk.com Bible study tools <http://www.biblestudytools.net/>
17. E-sword.net Bible study tools <http://www.e-sword.net/>
18. Got OT Questions <http://www.gotquestions.org/Old-Testament-Survey.html>
19. Holy Land Photos <http://www.holylandphotos.org/>
20. Larkin’s Bible Charts <http://members.citynet.net/morton/charts.htm>
21. Names of God <http://www.abu.nb.ca/ecm/topics/theme2.htm>
22. Old Testament Summary http://www.bible.org/series.php?series_id=76
23. Old Testament Gateway <http://www.otgateway.com/>
24. Online Bible links <http://www.onlinebible.net/links.html>
25. Willmington’s Bible Study Library (Theology and Bible Book Summaries) http://www.churchplantingvillage.net/site/c.iiJTKZPEJpH/b.784509/k.67FF/Willmingtons_Bible_Study_Library_1_2.htm

Instructions

You are beginning one of the most important studies of your life based on the Word of God. Much depends on the effort and dedication you invest in these sessions. Although this course is designed to require three or four hours to complete each session, every minute you spend will increase your understanding of God's will and ways.

To get the most out of the course it is vital that you do the following:

1. Read your **Bible** and the **textbooks** each day.
2. Type answers to the **Quiz Questions** before class in preparation for discussion.
3. Type in your **Journal** brief personal reflections over each session.
4. Prepare for **Group Activities** before class.
5. Work on group presentations, individual projects, and booklets.

Grade and Discuss the Quiz (60 minutes).

Share your answers to the take home quiz questions.

Discuss the Journal and Applications (20 minutes).

Share your reflections to the journal questions.

Group Activity and Presentations (40 minutes).

Students learn more by discussing and doing. Explore ways to better teach and apply what you are learning by creating illustrations, charts, drama, role play, visuals, etc.

I read and I forget.
I see and I remember.
I do and I understand.

Steps in Leadership Development/Coaching

1. Learn how to become self-aware of personal strengths and weaknesses.
2. Learn how to develop self-control and the Christian virtues.
3. Learn how to relate and connect to, and inspire others.
4. Learn how to lead and engage others in ownership of the vision.



Mediation and Application Cards During the course place these on mirrors, in the kitchen, in the car, at work—and review daily.	
<p>Principle 1: The leader’s challenge</p> <p>Applications:</p>	<p>Principle 6: The leader’s goal.</p> <p>Applications:</p>
<p>Principle 2: The leader’s role.</p> <p>Applications:</p>	<p>Principle 7: The leader’s influence.</p> <p>Applications:</p>
<p>Principle 3: The leader’s preparation.</p> <p>Applications:</p>	<p>Principle 8: The leader’s decisions.</p> <p>Applications:</p>
<p>Principle 4: The leader’s vision.</p> <p>Applications:</p>	<p>Principle 9: The leader’s schedule.</p> <p>Applications:</p>
<p>Principle 5: The leader’s character.</p> <p>Applications:</p>	<p>Principle 10: The leader’s pitfalls and rewards.</p> <p>Applications:</p>

Session 1: The Leader's Challenge

Name _____ Date _____ Points _____

Prayer**Overview of Syllabus (20 minutes).**

Share samples of individual projects and booklets.

Grade and Discuss this Take Home Quiz (60 minutes)

Complete this quiz before class. Each answer should be 50 words.

Each question = 5 points. This quiz is worth 50 points.

Writing answers to **quiz** questions is an opportunity to train your mind to actively reflect, analyze, and summarize key concepts which will then be synthesized and applied in journal reflection and group discussion. Learners remember more of what they actively discuss and apply than what they passively read and listen to. This is a key component of accelerated adult learning. Each student must do his part of the assignment so that the entire group can advance. Students learn better together.

1. How would you summarize the Preface in *Spiritual Leadership*?

2. What is the challenge of leadership? (1-5)

3. What is the need for leaders in politics and business? (5-8)

4. What is the need for spiritual leadership in the church? (8-11)

5. What lessons on leadership do we find during Samuel's time? (11-14)

6. How would you summarize the Conclusion? (14-15)

7. What "Concepts and Scriptures for Consideration" are most important to you? (15)

8. Summarize the verses on page 15 that most express your heart's desire.

9. What is the main idea of "An Honorable Ambition" in Sanders' book, *Spiritual Leadership* (chapter 1)?

10. What is the main idea of "The Search for Leaders" in Sanders' book, *Spiritual Leadership* (chapter 2)?

Journal Reflections (20 minutes)

Writing **journal** reflections is an opportunity to experience transformational life change and develop Christian character. Thinking about what you are learning and discussing how to apply it with others has a way of making learning practical and meaningful. Reflection on Christian virtues (sexual purity, integrity, honesty, self-control, charity, generosity, diligence, persistence, patience, kindness, compassion, courage, and humility) is a key component of character development.

1. What is it that you really want to learn in this course? In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply these concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals. The **group activity and presentations** is an opportunity to display your thinking in charts, graphs, illustration, and drawings.. Displaying your thinking brings ideas to life and engages the whole group in the creative thinking process. Students learn better together. Over 80% of adults are visual and relational learners. This is a key component to creativity, collaboration, cooperation, and team leadership—as well as in teaching the Bible. .

Session 2: The Leader's Role

Name _____ Date _____ Points _____

Prayer**Grade and Discuss this Take Home Quiz (60 minutes).**

Complete this quiz before class. Each answer should be 50 words.

Each question = 5 points. This quiz is worth 50 points.

1. How would you summarize the first paragraph in "The Leader's Role"? (16)

2. What is leadership? (16-20)

3. What is the spiritual leader's task? (20-23)

4. How is Jesus the model of spiritual leadership? (24-28)

5. How would you summarize the Conclusion? (28-29)

6. What “Concepts and Scriptures for Consideration” are most important to you? (29-30)
7. Summarize the verses on page 30 that most express your heart’s desire.
8. How would you define “Spiritual Leadership”?
9. What is the main idea of “The Master’s Master Principle” in Sanders’ book, *Spiritual Leadership* (chapter 3)?
10. What is the main idea of “Natural and Spiritual Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 4)?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's role.

Session 3: The Leader's Preparation

Name _____ Date _____ Points _____

Prayer**Grade and Discuss this Take Home Quiz (60 minutes)**

Complete this quiz before class. Each answer should be 50 words.

Each question = 5 points. This quiz is worth 50 points.

1. How would you summarize the first two paragraphs in "How God Develops Leaders"? (31)

2. What are the innate qualities of a leader? (32-34)

3. How do life experiences make a leader? (34-42)

4. How does God work in leaders' lives? (42)

5. How does God set the leader's agenda? (43-46)

6. What do we learn from the example of Abraham? (47-53)

7. How would you summarize the concluding paragraphs? (53-54)

8. What “Concepts and Scriptures for Consideration” are most important to you? (29-30)

9. What is the main idea of “Can You Become a Leader” in Sanders’ book, *Spiritual Leadership* (chapter 5)?

10. What is the main idea of “Insights on Leadership from Paul” in Sanders’ book, *Spiritual Leadership* (chapter 6)?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's preparation.

Session 4: The Leader's Vision

Name _____ Date _____ Points _____

Prayer**Grade and Discuss this Take Home Quiz (60 minutes)**

Complete this quiz before class. Each answer should be 50 words.

Each question = 5 points. This quiz is worth 50 points.

1. How would you summarize the first three paragraphs in "The Leader's Vision"? (56-57)

2. Where do leaders obtain their vision? (57-68)

3. How does God's revelation provide vision for a leader? (69-72)

4. How does vision inspire and move people? (73-74)

5. How do leaders communicate vision? (75-77)

6. How do leaders communicate vision through symbols? (77-78)

7. How do leaders communicate vision through stories? (79-83)

8. What “Concepts and Scriptures for Consideration” are most important to you? (84-85)

9. What is the main idea of “Insights on Leadership from Peter” in Sanders’ book, *Spiritual Leadership* (chapter 7)?

10. What is the main idea of “Essential Qualities of Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 8)?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's vision.

Session 5: The Leader's Character

Name _____ Date _____ Points _____

Prayer**Grade and Discuss this Take Home Quiz (60 minutes)**

Complete this quiz before class. Each answer should be 50 words.

Each question = 5 points. This quiz is worth 50 points.

1. How would you summarize the first four paragraphs in "The Leader's Character"? (86-87)

2. What are the illegitimate sources of influence? (87-93)

3. How is God's authentication a source of influence? (93-100)

4. How are encounters with God a source of influence? (100-104)

5. How is character/integrity a source of influence? (104-107)

6. How is a successful track record a source of influence? (107-112)

7. How is preparation a source of influence? (112-117)

8. What “Concepts and Scriptures for Consideration” are most important to you? (117-118)

9. What is the main idea of “More Essential Qualities of Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 9)?

10. What is the main idea of “Above All Else” in Sanders’ book, *Spiritual Leadership* (chapter 10)?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's character.

6. How would you summarize the concluding paragraphs of this chapter? (144-145)

7. What “Concepts and Scriptures for Consideration” are most important to you? (29-30)

8. What is the main idea of “Prayer and Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 11)?

9. What is the main idea of “The Leader and Time” in Sanders’ book, *Spiritual Leadership* (chapter 12)?

10. What are some ways you can make better use of your time?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's goal.

Session 7: The Leader's Influence

Name _____ Date _____ Points _____

Prayer**Grade and Discuss this Take Home Quiz (60 minutes)**

Complete this quiz before class. Each answer should be 50 words.

Each question = 5 points. This quiz is worth 50 points.

1. How would you summarize the first four paragraphs in "The Leader's Influence? (147-148)

2. Why is the leader's prayer life critical? (148-153)

3. Why are the leader's work habits critical? (153-158)

4. How do leaders communicate? (159-163)

5. What is "servant leadership"? (164-168)

6. Why must leaders maintain positive attitudes? (168-175)

7. How are leaders “stewards of influence”? (175-176)

8. What “Concepts and Scriptures for Consideration” are most important to you? (176-177)

9. What is the main idea of “The Leader and Reading” in Sanders’ book, *Spiritual Leadership* (chapter 13)?

10. What is the main idea of “Improving Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 14)?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's influence.

Session 8: The Leader's Decision Making

Name _____ Date _____ Points _____

Prayer**Grade and Discuss this Take Home Quiz (60 minutes)**

Complete this quiz before class. Each answer should be 50 words.

Each question = 5 points. This quiz is worth 50 points.

1. How would you summarize the first two paragraphs in "The Leader's Decision Making"? (178-179)

2. How can leaders make decisions by seeking the guidance of the Holy Spirit? (179-183)

3. How can leaders strive to be teachable? (185-186)

4. How can leaders master their history? (186-188)

5. To whom are leaders accountable? (188-190)

6. What should leaders do after they make a decision? (190-195)

7. How can leaders improve decision making? (195-198)

8. What “Concepts and Scriptures for Consideration” are most important to you? (198-199)

9. What is the main idea of “The Cost of Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 15)?

10. What is the main idea of “The Responsibilities of Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 16)?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's decision making.

Session 9: The Leader's Schedule

Name _____ Date _____ Points _____

Prayer**Grade and Discuss this Take Home Quiz (60 minutes)**

Complete this quiz before class. Each answer should be 50 words.

Each question = 5 points. This quiz is worth 50 points.

1. How would you summarize the first four paragraphs in "The Leader's Schedule? (200-201)

2. How can leaders take control of time? (201-211)

3. Which of these five timesavers do you need to develop? (201-211)

4. How can leaders make time for the important? (212-220)

5. How can you schedule quality time with your family? (214-216)

6. What are the timewasters leaders need to avoid? (221-225)

7. How should leaders invest their surplus time wisely? (226-227)

8. What “Concepts and Scriptures for Consideration” are most important to you? (228-229)

9. What is the main idea of “Tests of Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 17)?

10. What is the main idea of “The Art of Delegation” in Sanders’ book, *Spiritual Leadership* (chapter 18)?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's schedule.

6. Why is oversensitivity so dangerous? (247-250)

7. Why is spiritual lethargy so dangerous? (250-252)

8. Why is domestic neglect so dangerous? (252-253)

9. How would you summarize the first five paragraphs in "The Leader's Rewards"? (264-265)

10. What are the spiritual rewards of spiritual leadership? (266-269)

11. What are the rewards of integrity? (269-275)

12. What are the rewards of having made a contribution? (276-280)

13. What are the rewards of relationships? (280-283)

14. What are the rewards of influence? (283-285)

15. How would you summarize the Conclusion? (285-286)

16. What “Concepts and Scriptures for Consideration” are most important to you? (286-288)

17. What is the main idea of “Replacing Leaders” in Sanders’ book, *Spiritual Leadership* (chapter 19)?

18. What is the main idea of “Reproducing Leaders” in Sanders’ book, *Spiritual Leadership* (chapter 20)?

19. What is the main idea of “Perils of Leadership” in Sanders’ book, *Spiritual Leadership* (chapter 21)?

20. What is the main idea of “The Leader Nehemiah” in Sanders’ book, *Spiritual Leadership* (chapter 22)?

Journal Reflections (20 minutes)

1. In light the textbook readings, group discussion, and/or recommended resources, what is God teaching you? How did this session strengthen your relationship with Jesus?

2. How are you going to apply these concepts to your life, family, and ministry?

3. How could your church apply theses concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

In groups of three or four, apply what you are learning by creating illustrations, charts, drama, role play, visuals about the leader's pitfalls.

Session 11: Final Exam

Name _____ Date _____ Points _____

Complete this exam before class. Each question is worth 50 points. The exam is worth 100 points. The **final exam** is an opportunity to put your thoughts together so that you can act on them and experience transformational life change. The final exam provides multiple exposures to key concepts. Writing clarifies and sharpens your thoughts. The final exam is where students collect the ideas of mentors in order to fully develop and utilize them. By reviewing the final exams on an annual basis you will be able to harvest and retrieve what you have learned when you need it. Evaluated writing is a key component of learning, communicating, and leading.

1. Summarize spiritual leadership from Blackaby in 500 words.

2. Summarize spiritual leadership from Sanders in 500 words.

Journal Reflections (20 minutes)

1. What did God teach you during this course? Why is it important that you obey?

2. How have you applied these concepts to your life, family, and ministry during this course?

3. How has your church applied these concepts in making disciples and developing leaders?

Group Activity and Presentations (40 minutes).

Prepare for next session's group presentations.

Session 12: Group Presentations

Name _____ Date _____ Points _____

Contribute to a **group presentation** titled **Excellence in Leadership** based on one of the topics in J. Oswald Sanders' book. This group project can be a PowerPoint presentation, dramatic skit, role-play, set of illustrated charts or drawings. This will assist student-leaders in developing the creative/critical thinking and teamwork skills essential to effective teaching and servant-leadership. Videotaping this assignment so that students can view themselves would help them improve as well.

The **group presentations** is an opportunity for students to learn to work together. Students benefit from group interaction as they communicate, cooperate, and collaborate. The public speaking component of this assignment along with formative feedback helps students gain experience and confidence. Students learn best in professional learning communities.

Session 13: Sermons or Individual Projects

Name _____ Date _____ Points _____

Present a typed **individual project** or **sermon** titled **Principles of Spiritual Leadership** based on textbooks, online articles, course notes, and other sources. The individual project can be a chart, an outline, a painting, a scroll, a collage, a booklet, or a PowerPoint presentation. This will assist student-leaders in developing their learning and teaching style skills essential to effective servant-leadership. Videotaping this assignment so that students can view themselves would help them improve as well.

The **sermon or individual project** is an opportunity for students to improve by using their preferred learning strengths and creativity. Students benefit from using the unique God-given personality, gifts, and abilities as they teach and train others. The public speaking component of this assignment along with formative feedback helps students gain experience and confidence.

Session 14: Booklet Presentations

Name _____ Date _____ Points _____

Present a typed illustrated **booklet** or **term paper** titled **Action Plan for Excellence in Spiritual Leadership** based on textbooks, online articles, course notes, and other sources for distribution in your church. Be sure to *footnote all the ideas, paraphrases, and direct quotes in your paper*, whether from books or the Internet. Booklet should be at least 2,000 words in length. Text should be single-spaced. Font should be Times New Roman 12. Begin with an introduction and conclude with an application or call for commitment. Include illustrations and charts. This will assist student-leaders in developing the creative/critical thinking and writing skills essential to effective servant-leadership. Videotaping this assignment so that students can view themselves would help them improve as well.

The **booklet or term paper** is an opportunity for students to enhance their writing skills. Students multiply their ministry as they communicate what they are learning to family, friends, and those they minister to in written form. Writing helps clarify ideas. Students benefit from the opportunity to both write and speak in formal settings. The public speaking component of this assignment along with formative feedback helps students gain experience and confidence.

Debriefing and Testimonial

1. What did you enjoy most about this course? What assignments were most helpful? How did they help you learn?

2. How have you applied what you learned during this course? What difference is it making?

Transfer of Credits to Southern California Seminary

To transfer credits from Equip Biblical Institute to Southern California Seminary, students must present a complete portfolio of their course work. The portfolio consists of the quizzes, journal reflections, booklets or term papers, and exams for each course. Upon successful completion of the course, students may transfer units into the Bachelor of Arts in Biblical Studies degree. If the portfolio for a course is not complete, the credits may not be transferable.

Attendance Policy. Attending class on time is important to receive the most out of the course. Entering class late disrupts the learning process of all students. Students are permitted three absences for a 14-week semester course. For the semester (28 classroom hours plus 56 homework hours) courses, more than 10 minutes late is a *Tardy*, more than 20 minutes late is an *Absence*. Two tardies count as one absence. College credit cannot be transferred to Southern California Seminary when a student misses four or more class sessions. A grade of NC (No Credit) will be recorded when a student misses four sessions or does not complete coursework on time. Exceptions must be *approved in writing* by the class instructor, the Site Director, and the Director of Equip Biblical Institute and will involve additional assignments mandated by Equip Biblical Institute. Students who attend all 14 sessions will receive 100 points.

Transformational Learning Tip: If you review this portfolio once a year (such as on New Year's Day) as part of a commitment to life change—you will exponentially increase your memory and ability to apply this material to your life, family, and ministry.