



LEAD LIKE JESUS

The HEAD of a Great Leader
Facilitator Guide



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Welcome to the Facilitator Guide for *The HEAD of a Great Leader*. We are delighted you have chosen to facilitate a Lead Like Jesus group study. The purpose of the Facilitator's Guide is to help you capture the key messages from each of the four lessons and to facilitate each week's discussion so that all learners (including yourself) can receive the greatest benefit from the experience.

It is our hope you will be blessed in a special way as you lead others to a new understanding of Jesus' HEAD – His thinking; His leadership point of view - as the greatest leader of all time.

As you read and pray through each lesson, we know you will be challenged and motivated to follow Jesus' leadership example. We define leadership as any time you are influencing the thinking, behavior or development of another. So a leader is anyone who has influence over another – so whether you are a parent, grandparent, brother or sister, CEO, co-worker, manager, pastor – you demonstrate leadership with and to those around you.

This Facilitator's Guide has been designed to give you the tools and information you need to lead your group effectively. However, it is just as important that as the leader of your group, you commit to God that you will model the concepts of leading like Jesus in all areas of your life.

Are you ready? Let's begin.

The Lead Like Jesus Team

Preparing to Facilitate a Lead Like Jesus Group Study

As the leader of a small group, you will need to prepare for the study, enlist group members, guide the group and follow up at the end of the study. The following suggestions should help you accomplish these tasks.

Your Role as a Facilitator

You may be experiencing some qualms about serving as a Lead Like Jesus group leader based on what you think is required. Let us try to put some of your concerns to rest. Your role in this small group is not that of a teacher. You are a leader of learning activities. You are a facilitator of the group learning process. If you sense God has led you to accept this position, you can trust Him to equip you to accomplish the task.

Group members will be spending an hour or two each week in personal study of *The HEAD of a Great Leader* before each small group gathering. During that time, the Holy Spirit will be their primary teacher. The content and learning activities they experience during the week will help them learn the basic truths and principles. Your job is to help them review what they have learned, share what aspects of *The HEAD of a Great Leader* that have come clear to them during their study time and to discuss how their discoveries apply to their own leadership activities.

Don't burden yourself by trying to answer every difficult question that may arise as you guide people through the learning experience. You are a learner, too, and you should be open to saying, "I don't know," then engage the best thoughts and prayers of the group to answer the hard questions. One way to bring additional meaning and reality to the group study process is through the power of personal stories. When key lessons are shared by group members, try to think of situations from your own life when these principles applied. Encourage others to do this as well. It will help bring high-level concepts down to earth.

Group Size for Effective Learning

Jesus preached to large crowds, but He did most of His discipleship training with a group of twelve. He was even more intimate with three of His disciples who would be the key leaders in the early Church. To provide a learning environment where the Holy Spirit can do His best work in the lives of the group members, each person needs to be in a small group. In intimate community people can ask questions more easily, share personal experiences and vulnerabilities and support one another's growth. For *The HEAD of a Great Leader* study, the ideal group size ranges from eight to twelve people. It's better to create more groups than to allow the groups to become so large that sharing, and interaction are diminished.

Leader's Weekly Preparation Assignments

1. Review the subject matter for the week and complete the learning activities.

2. Find a quiet time and place to pray for the group members by name. Ask the Lord to give you the wisdom you need to prepare for and lead the next group session.
3. Read the instructions for leading the next session.
4. Copy any handouts that will be needed for the session.
5. Choose any music or other appropriate media for the pre-session time.
6. Check with the host or hostess to be sure he or she is prepared for the group this week.
7. Arrange for refreshments, if appropriate.
8. Secure enough name tags for those you expect to attend.
9. Have extra pens, pencils and blank paper available.
10. Secure and test any equipment that is needed
11. Plan to stay within the times given for each activity. Sixty minutes is the time allotted for each session.

NOTE: Allowing group members to share freely is far more important than sticking to a schedule. Group members sometimes arrive eager to share something that happened in their lives during the week related to the content.

12. Be sensitive to the needs of the group and be flexible. Allow God to work in the life of your group. Provide opportunities for everyone to share during the session

Leader's Personal Preparation Checklist

As you prepare to facilitate *The HEAD of a Great Leader* study, here are some personal preparation steps:

1. Pray . . . for yourself and for group members
2. Review leader qualifications
 - a. Be a growing Christian
 - b. Be a person of personal prayer and Bible study
 - c. Be willing to give time and energy to encourage members of the group
 - d. Have a teachable spirit
 - e. Be sensitive to the leadership of the Holy Spirit
 - f. Love God and love people
3. Enlist an apprentice. Pray about someone who will go through the study as a participant, but who wants to facilitate a group in the future
4. Consider the skills for leading the group:
 - a. Be a good communicator
 - b. Be a good listener
 - c. Be an encourager

- d. Know how to keep one person from dominating the group
 - e. Know how to involve members in the discussion
 - f. Be a Jesus-like leader
5. Identify foundational concepts for the group
 - a. Group members will be asked to make a commitment to attend all sessions
 - b. Group members will be asked to sign a covenant
 - c. Group members will maintain confidentiality with each other
 - d. All sessions will begin and end on time
 - e. Group members will agree to pray for one another regularly
 - f. Group members will faithfully participate in each session
 - g. A safe environment will permeate all session
 6. Arrange for a location in either a church, home or other facility
 7. Order any necessary materials from Lead Like Jesus at www.LeadLikeJesus.com

Preparation Guidelines for the Group Leader

As you prepare for your role as group leader, remember the following principles for leading a group study:

1. Review each week's session goals
2. Approach each group session in prayer and humility
 - a. Ask the Holy Spirit for guidance. What issues are most important right now for the people in your group? In this way you are preparing for people, not merely preparing for a meeting. This will help you keep your focus on the task. The group's purpose is for members to encounter God's truth, and by the Holy Spirit's work and grace, have that truth illuminated to them in their life situations as leaders. As God for guidance as you serve your group members.
 - b. It is essential that you resist the pressure to "produce a good meeting" or preserve your reputation. Your preparation should be for the purpose of pleasing God and serving the members of your group. God should be honored in each of your group meetings.
 - c. If you are overly concerned about how you will do or how the meeting will go, your focus is on yourself rather than pleasing God. Remember, your group meetings are "not about you;" they are about helping others learn to lead like Jesus.
 - d. Don't just remember what Jesus said, but believe it, "*Remain in Me, and I will remain in you. No branch can bear fruit by itself; it must remain in the vine. Neither can you bear fruit unless you remain in Me*" (John 15:4).
3. Provide an atmosphere for comfortable discussions
 - a. Create an environment where everyone is free to ask questions

- b. Create an atmosphere of respect. Practice active listening – listening attentively to others, looking at them, nodding your head, paying attention. Listening and showing respect will help cultivate trust among group members
 - c. Work to draw questions from the responses of the group. Do they understand the issue being discussed? Are they seeing it for the first time? Are they sensing conviction? How you respond to their comments either will facilitate the Spirit's growth or hinder it.
 - d. Create an atmosphere that is not distracting
 - i. Make sure the room has adequate light and comfortable seating
 - ii. Cell phones and other electronic devices are turned off
 - iii. Make sure the room is neat and clean
4. Understand and apply God's Word
- a. Review all Scripture used in each week's study
 - b. Memorize the assigned verse for each week
 - c. Consider what the truths taught in each session mean to you here and now. How does knowing this truth about God make a difference in your life?
 - d. How can you apply this truth?
 - i. What are the implications to you and to your group members?
 - ii. Is there a command in this passage that leaders are required to obey?
 - iii. Is there any example to follow?
 - iv. What does this truth tell you about people in general? How does this apply to you and your group members? Now that you have learned these things what can you do to help others walk in obedience?
5. Be sensitive to the Holy Spirit
- a. Pray for and expect the Holy Spirit's help in leading the group session each week
 - b. Be open to His leadership as your group meets and discusses key issues that relate to leading like Jesus
 - c. Ask God to help you begin to model leading like Jesus in all areas of your life as you lead this group study

***Lead Like Jesus
Group Covenant***

I, _____, covenant with my Lead Like Jesus group to do the following:

1. Complete the study of *The HEAD of a Great Leader* study guide each week before the group session.
2. Pray regularly for my fellow group members.
3. Participate in all sessions unless urgent circumstances beyond my control prevent my attendance. When unable to attend I will make up the session at the earliest possible time with the group leader or group member assigned.
4. Participate openly and honestly in the group sessions.
5. Keep confidential any personal matters shared by others in the group.
6. Be patient with my Christian brothers and sisters and my church as God works in us all to make us what He wants us to be.
7. Do my best to Exalt God Only rather than Edging God Out.
8. Recognize that leading like Jesus is a process and I'm a learner.
9. Pray weekly for my church and my pastor.

Others: _____

Signed: _____ Date: _____

Lead Like Jesus Group Members

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The HEAD of a Great Leader
Introductory Session
(optional)

Conduct this Introductory Session before your group members study Week One of *The HEAD of a Great Leader*.

Session Goals

By the end of this session, members will be able to demonstrate their commitment to *The HEAD of a Great Leader* by ...

- ✓ Telling at least one new fact about each member
- ✓ Describing the characteristics of a great leader
- ✓ Agreeing to complete the first week's material
- ✓ Signing a group covenant

Pre-Session

Make enough copies of page 7 for each participant.

At the meeting time, select and play appropriate music. Greet everyone as they arrive and make nametags.

Session

Introduction (10-15 minutes)

1. Welcome each person and point them to the refreshments (if they are being served at the beginning). Ask everyone to prepare and wear a nametag. As members arrive, introduce each one to others in the room. Let everyone visit informally until it is time to begin.
2. Begin promptly. Remind the group that you will begin and end on time. Group members may fellowship before and after each session, but they can depend on you to be prompt.
3. Thank each participant for coming to this opening session of *The HEAD of a Great Leader* study group.
4. Ask each member to share one fact about themselves that members of the group might not know and give a brief statement about why they are interested in learning about the heart of a great leader.
5. Offer a prayer of thanksgiving to God for bringing the group together to learn how to glorify Him through their lives and leadership. Ask the Holy Spirit to be your Teacher during the session. Ask Him to begin bonding your lives together in Christian love and unity during the sessions of this study.

Overview of *The Head of a Great Leader* (20-30 minutes)

1. **Say in your own words** ... Thank you for coming to this introductory session of *The HEAD of a Great Leader* group study. I know this is a commitment of your time and energy. In the next few minutes, I'd like to share five things with you:
 - ✓ The importance of your "head" in leadership
 - ✓ The value of Jesus-like leadership
 - ✓ How to become more of a leader who leads like Jesus
 - ✓ Why I believe this message is true for everyone
 - ✓ How the study works and what is required
2. Ask group members turn to page 6 in their study guides and follow along as you guide them in understanding the section about the icons. These icons will appear in each lesson.
3. **Ask the group** ... How do you think the leadership in an organization or group that you serve would be different if they followed the leadership model of Jesus? Before you answer this question, let me ask "How many of you consider yourselves leaders? Raise your hand."
 - ✓ If everyone raises their hands skip to number 5
 - ✓ If some hands are not raised, continue to number 4
4. **Say** ... Lead Like Jesus defines leadership as "anytime you are seeking to influence the thinking, behavior or development of another, you are taking on the role of a leader." Now using that definition, how many of you consider yourselves as engaging in leadership daily?
5. **Say** ... now back to the original question, "How do you think the leadership in an organization or group that you serve would be different if they followed the leadership model of Jesus?"
6. After a time of discussion, **say** ... does anyone have any questions up to now? Respond to them and then invite participants to review the Table of Contents at the beginning of your workbook. The Table of Contents will give an overview of each week's material.
7. **Say** ... This course is designed to combine individual study and group learning experiences in order to create a sound foundation for real and lasting change in the ways we lead and represent Jesus in the world around us. It will require a degree of personal discipline to make the daily learning experiences a priority and a commitment to serve the growth and development of the group through regular attendance. If you are unsure you would be willing to make a commitment to complete *The HEAD of a Great Leader* study, including making weekly attendance at the group meeting a priority, please let me know before next week's meeting. If you are willing to make a commitment tonight, please

complete the Lead Like Jesus Group Study Covenant form that I have distributed to you. (The Covenant form is found on page 7 of the Facilitator's Guide.)

8. Ask if there are any questions or concerns.
9. Announce the next week's meeting with time, place and hosting responsibilities assigned.
10. Close in prayer for the upcoming weeks as the group begins the journey of exploring *The HEAD of a Great Leader* study guide.

The HEAD of a Great Leader
Get Your Head on the Right Track

Personal Preparation before the Session:

- __ Review week 1 material and complete the learning activities for week 2 to stay ahead of the group and to make any appropriate references
- __ Find a quiet time and place to pray for the group members by name. Ask the Lord to give you the wisdom you need to prepare for and lead the Week 1 session.
- __ Read “Overview Week 1”
- __ Check with the host or hostess to be sure he or she is prepared for the group this week
- __ Arrange for refreshments to be served at the beginning of the session (or wherever it occurs)
- __ Secure enough name tags for those you expect to attend
- __ Have pens or pencils and extra blank paper available
- __ Plan to stay within the times given for each activity; the session is scheduled for 60 minutes
- __ Locate a bell, buzzer or whistle that you can use as a timer

Note: Allowing member to share freely is far more important than sticking to a schedule. Group members sometimes arrive eager to tell about something that happened in their lives during the week related to that week’s content. Be sensitive to this need and be flexible. Allow God to work in the life of your group. Provide opportunities for everyone to respond during the session.

Introduction (15 Minutes)

1. Welcome each person and direct them to the refreshments, if available at the beginning.
2. Begin promptly. Remind the group that you will begin and end each session on time.
3. Thank the members for affirming their commitment to the group and *The HEAD of a Great Leader* study by signing the Covenant form and returning for today’s session.
4. Offer a prayer of thanksgiving to God for bringing you together to learn how to glorify Him by learning to lead like Jesus. Ask the Holy Spirit to be your Teacher during the session. Ask Him to continue to bond the group together in Christian love and unity during this session of the program.
5. Ask the group about their experience with the first week’s study materials. How long did it take to complete the daily lessons? What study practices, times and places worked best?

Note: Don't expect everyone to have had the same level of positive experience. If questions or negative comments come up, relax and try not to become defensive. Listen for understanding and feel free to say "I don't know" and refer the question to the rest of the group for any insights they might have. When an issue involving the program materials comes up that you can't handle tell the person you will make note of it and commit to try and find a suitable answer by the next meeting.

Overview Week 1 (40 Minutes)

6. Ask the group – what one thing did you learn in this week's study that you did not know before? Pause for some answers and then ask, what is one area of personal growth you identified during this week's study?
7. Pair the group up to recite their memory verse to each other. What new thing did you learn in the process of memorizing this verse?
8. **Say ...** During Day One, we learned that knowledge is only the beginning. We spend a lot of time and energy gaining knowledge. What makes knowledge valuable?
9. **Ask ...** How do you evaluate the fruitfulness of your leadership studies? Are you producing a return?
10. **Say ...** During Day Two, we were confronted with the question, "Will You Hire Jesus?" How did you react to that question? How did you answer it? What did you learn about Jesus in the process?
11. **Say ...** Turn to page 17 in your workbook and let's look at your responses to Next Steps. What practical things did you hope to learn from Jesus?
12. **Ask ...** What did you learn about the value of trust in leadership?
13. **Say ...** Turn to page 20 in your workbook and let's discuss A Point to Ponder – As a leader, you cannot expect trust that exceeds your trustworthiness. **Ask ...** what are some examples you can give when a leader's trustworthiness was defined by his or her trust level?
14. **Ask ...** Have you considered that Jesus was a follower? When He was following who was leading? What was Jesus' response to the leadership He received? What was the result of Jesus' followership? How would you relate this to your circumstances today? Are you fully aligned with God's instructions?
15. **Say ...** Turn to page 23 in your workbook, would someone share the results from the last part of the Next Steps assignment.
16. **Ask ...** What does a U-turn have to do with leadership? For the leader and the follower?

17. **Say ...** Reflect on the Quote of the Day on page 24. **Ask ...** What role does repentance play for the leader? What are some reasons why this is important?

Closing (5 minutes)

18. Remind the group about next week's meeting and review any hospitality assignments, if appropriate.
19. Ask the group to stand in a circle, hold hands and offer sentence prayers for each other that they would Jesus-like leaders in every way, every day of the coming week.

The HEAD of a Great Leader Spheres of Influence

Personal Preparation before the Session:

- Review week 2 material and complete the learning activities for week 3 to stay ahead of the group and to make any appropriate references
- Find a quiet time and place to pray for the group members by name. Ask the Lord to give you the wisdom you need to prepare for and lead the Week 2 session.
- Read "Overview Week 2"
- Check with the host or hostess to be sure he or she is prepared for the group this week
- Arrange for refreshments to be served at the beginning of the session (or wherever it occurs)
- Secure enough name tags for those you expect to attend
- Have pens or pencils and extra blank paper available
- Plan to stay within the times given for each activity; the session is scheduled for 60 minutes
- Locate a bell, buzzer or whistle that you can use as a timer

Note: Allowing member to share freely is far more important than sticking to a schedule. Group members sometimes arrive eager to tell about something that happened in their lives during the week related to that week's content. Be sensitive to this need and be flexible. Allow God to work in the life of your group. Provide opportunities for everyone to respond during the session.

Introduction (15 Minutes)

1. Welcome each person and direct them to the refreshments, if available at the beginning.
2. Begin promptly. Remind the group that you will begin and end each session on time.
3. Offer a prayer of thanksgiving to God for bringing you together to learn how to glorify Him by learning to lead like Jesus. Ask the Holy Spirit to be your Teacher during the session. Ask Him to continue to bond the group together in Christian love and unity during this session of the program.
5. Ask the group about their experience with the second week's study materials. How long did it take to complete the daily lessons? What study practices, times and places worked best?

Note: Don't expect everyone to have had the same level of positive experience. If questions or negative comments come up, relax and try not to become defensive. Listen for understanding and feel free to say, "I don't know" and refer the question to the rest of the group for any insights they might have. When an issue involving the program materials comes up that you can't handle tell the person you will make note of it and commit to try and find a suitable answer by the next meeting.

Overview Week 2 (40 Minutes)

6. Ask the group – what one thing did you learn in this week’s study that you did not know before? Pause for some answers and then ask, what is one area of personal growth you identified during this week’s study?
7. Pair the group up to recite their memory verse to each other. What new thing did you learn in the process of memorizing this verse?
8. **Say ...** Turn to page 28 in your participant workbook and let’s read What God’s Word Says and the Pause and Reflect. How do you react to the following from the 2nd paragraph in Pause and Reflect – Some people get more concerned about their placement than about giving light. That’s backward. God will lead others to decide what stand we are fit for and place us there in due time if we let our light shine where we are now. Then **Ask ...** Are you being faithful with your light? Where is it shining and what difference is it making?
9. Review the Spheres of Influence diagram on page 29 with participants. Comment that Self in the center is a reminder that each leader’s perspective influences the other spheres. Read the Scripture verses for each part of the cycle – Self, Leading Another, Leading Others and Leading an Organization. Then reflect how each one is a picture of how Jesus handled each area with the disciples.
10. **Ask ...** How would you describe your level of Self leadership at this point?
11. **Say ...** Turn to Look Inside on page 32 and turn to your neighbor on the right to discuss the sentence – Until your highest priority is to glorify God by living within His identity for you, you won’t be able to lead like Jesus. What would your life look like if you were living within God’s identity for you?
12. **Say ...** Building and maintaining trust is hard work. When trust is broken, it takes a long time to restore it to the same level. Give an example when someone you know had trust broken and how it affected their work and relationships. **Ask ...** How did Jesus demonstrate giving trust? What did Jesus do to and for Peter to restore their relationship?
13. **Say ...** Turn to page 39 in your workbook to the Next Steps. The authors comment that “Family leadership frequently pits vocation against family.” Would you agree with this statement? What are some examples of this? What are some of the reasons that this happens? Would you say that the change is intentional or unintentional? Why or Why not?
14. **Say ...** The authors continue to refer back to the two pivotal questions, Whose am I? and Who am I? What makes these two questions so important?

Closing (5 minutes)

15. Remind the group about next week's meeting and review any hospitality assignments, if appropriate.
16. Ask one member of the group to lead in prayer asking that all group members live and lead like Jesus more this week than ever before. Remember to secure their permission in advance.

The HEAD of a Great Leader Develop Your Vision

Personal Preparation before the Session:

- __ Review week 3 material and complete the learning activities for week 4 to stay ahead of the group and to make any appropriate references
- __ Find a quiet time and place to pray for the group members by name. Ask the Lord to give you the wisdom you need to prepare for and lead the Week 3 session.
- __ Read "Overview Week 3"
- __ Check with the host or hostess to be sure he or she is prepared for the group this week
- __ Arrange for refreshments to be served at the beginning of the session (or wherever it occurs)
- __ Secure enough name tags for those you expect to attend
- __ Have pens or pencils and extra blank paper available
- __ Plan to stay within the times given for each activity; the session is scheduled for 60 minutes
- __ Locate a bell, buzzer or whistle that you can use as a timer

Note: Allowing member to share freely is far more important than sticking to a schedule. Group members sometimes arrive eager to tell about something that happened in their lives during the week related to that week's content. Be sensitive to this need and be flexible. Allow God to work in the life of your group. Provide opportunities for everyone to respond during the session.

Introduction (15 Minutes)

1. Welcome each person and direct them to the refreshments, if available at the beginning.
2. Begin promptly. Remind the group that you will begin and end each session on time.
3. Offer a prayer of thanksgiving to God for bringing you together to learn how to glorify Him by learning to lead like Jesus. Ask the Holy Spirit to be your Teacher during the session. Ask Him to continue to bond the group together in Christian love and unity during this session of the program.
5. Ask the group about their experience with the third week's study materials. How long did it take to complete the daily lessons? What study practices, times and places worked best?

Note: Don't expect everyone to have had the same level of positive experience. If questions or negative comments come up, relax and try not to become defensive. Listen for understanding and feel free to say, "I don't know" and refer the question to the rest of the group for any insights they might have. When an issue involving the program materials comes up that you can't handle tell the person you will make note of it and commit to try and find a suitable answer by the next meeting.

Overview Week 3 (40 Minutes)

6. **Ask** the group – what one thing did you learn in this week’s study that you did not know before? Pause for some answers and then ask, what is one area of personal growth you identified during this week’s study?
7. **Say ...** the memory verse for this week reminds us that God has a plan for us and a purpose for our being on the planet currently in history. What a blessing! Ask each person in your group to pair up with someone they don’t know or don’t know as well as others, share one interesting fact about themselves and their purpose and recite their memory verse to each other. What new thing did you learn in the process of memorizing this verse?
8. **Say ...** the authors suggest that there are two roles of serving leadership – a visionary role and an implementation role. **Ask ...** Which one of the two roles of leadership is a strength for you? Which one needs more work?
9. **Say ...** Turn to page 48 in your workbook to the Pause and Reflect section. Divide the group into three smaller groups and ask them to read the Pause and Reflect together and to discuss this section along with their individual responses. After several minutes of discussion, ask for a group representative from each group to share the insights that they gained with the other groups.
10. **Say ...** since we’ve been working on our personal mission statement this week, would someone like to share theirs with the group? Allow time for several to respond. Ask ... what did you think of the process? Was it helpful?
11. **Say ...** Turn to page 52 and let’s read the Marcel Proust quote together – *The real voyage of discovery consists not in seeking new landscapes but in having new eyes.* What does this quote mean to you? How do we get “new eyes?”
12. **Say ...** In Today’s Topic on page 55 the first sentence reads, “Leadership is about going somewhere.” Share an experience that you know about where the leader was not going anywhere? What about one who was going the wrong direction? What was the outcome of these types of leadership?
13. **Say ...** Turn to page 60 and ask someone (in advance) to read the poem Your Name in A Point to Ponder to the group. What is the value of a good name? What characteristics describe a good name? What would be your answer to the question posed in Next Steps on page 61 about the most important things in your family?

Closing (5 minutes)

14. Remind the group about next week’s meeting and review any hospitality assignments, if appropriate.

15. Ask one member of the group to lead in prayer by reading Ephesians 1:17-19 as the closing prayer. Begin with a traditional prayer opening and end with a traditional prayer closing. For example,

Heavenly Father, I keep asking that the God of our Lord Jesus Christ, the glorious Father, may give you the Spirit of wisdom and revelation, so that you may know him better. I pray also that the eyes of your heart may be enlightened in order that you may know the hope to which he has called you, the riches of his glorious inheritance in the saints, and his incomparably great power for us who believe. In Jesus' Name, Amen!

The HEAD of a Great Leader
Values, Goals and Implementation

Personal Preparation before the Session:

- Review week 4 material
- Find a quiet time and place to pray for the group members by name. Ask the Lord to give you the wisdom you need to prepare for and lead the Week 4 session.
- Read "Overview Week 4"
- Check with the host or hostess to be sure he or she is prepared for the group this week
- Arrange for refreshments to be served at the beginning of the session (or wherever it occurs)
- Secure enough name tags for those you expect to attend
- Have pens or pencils and extra blank paper available
- Plan to stay within the times given for each activity; the session is scheduled for 60 minutes
- Locate a bell, buzzer or whistle that you can use as a timer

Note: Allowing member to share freely is far more important than sticking to a schedule. Group members sometimes arrive eager to tell about something that happened in their lives during the week related to that week's content. Be sensitive to this need and be flexible. Allow God to work in the life of your group. Provide opportunities for everyone to respond during the session.

Introduction (15 Minutes)

1. Welcome each person and direct them to the refreshments, if available at the beginning.
2. Begin promptly.
3. Offer a prayer of thanksgiving to God for bringing you together to learn how to glorify Him by learning to lead like Jesus. Ask the Holy Spirit to be your Teacher during the session. Ask Him to continue to bond the group together in Christian love and unity during this session of the program.
5. Ask the group about their experience with the fourth and final week's study materials. How long did it take to complete the daily lessons? What study practices, times and places worked best?

Note: Don't expect everyone to have had the same level of positive experience. If questions or negative comments come up, relax and try not to become defensive. Listen for understanding and feel free to say "I don't know" and refer the question to the rest of the group for any insights they might have. When an issue involving the program materials comes up that you can't handle tell the person you will make note of it and commit to try and find a suitable answer by the next meeting.

Overview Week 4 (40 Minutes)

6. Ask the group – what one thing did you learn in this week’s study that you did not know before? Pause for some answers and then ask, what is one area of personal growth you identified during this week’s study?
7. **Ask ...** How important are values? Give an example of an organization that is value driven. **Say ...** Your values set you apart.
8. **Say ...** On page 65 review the Frank Wylie quote near the bottom of the page with your neighbor on the left. What reactions do you have about the quote? How does this make you feel about Chrysler? Have you seen it lived out? After the discussion, ask the pair to recite their memory verse for the week.
9. **Say ...** On page 66, the Key Concept says, Godly values, spoken **and** lived, are a powerful ally that will set you apart over the long haul, with an emphasis on the word **and**. What is the importance of the word **and** in this sentence? Give an example when values were spoken but not lived. Now, an example of one that was both spoken and lived. What is the difference?
10. Divide the group into four small groups. Ask each person to respond to the following for their group: What four values did you identify from Next Steps on page 72? Describe why they are *pearls of great value* to you? (There is no right or wrong answer).
11. Read Romans 7:18 for the group –... *I have the desire to do what is good, but I cannot carry it out.* **Say ...** the Apostle Paul spoke these words about himself, but he could have been speaking for all of us. **Ask ...** In what ways can our values help us carry out the good that we want to do?
12. **Say ...** Turn to page 77 and let’s review Today’s Topic. After a brief discussion of the content, **Ask ...** What is your reaction to the inverted pyramid? What are the benefits for turning the pyramid upside down? What are the implications in a family?
13. **Say ...** The Key Concept on page 78 sums up what our week’s study was about – Leading like Jesus is a continuous cycle of leading in vision and serving in implementation. Does that resonate with you? Why or Why not?

Closing (5 minutes)

14. Thank everyone, again, for being present and encourage them to join together to study *The HEART of a Great Leader*, *The HANDS of a Great Leader* and *The HABITS of a Great Leader* – all 4-week group studies available from our online store at www.LeadLikeJesus.com.
15. Close the final session with a word of prayer and dismiss the group.