



EMPOWERING THE NEXT GENERATION



QUICKSTART LEADERSHIP HANDBOOK

FAMILY

DISCIPLESHIP

MINISTRY

MISSIONS



EMPOWERING THE NEXT GENERATION

Mission: Our mission is “Empowering The Next Generation.”

Purpose: Our goal is to recognize the uniqueness of every child. We are committed to reach them with the Gospel of Jesus Christ and disciple, equip, and release them for ministry in the church and as missionaries in the world.

Leadership Handbook

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WE ARE HERE FOR YOU!

If you have any questions about starting L.I.T. in your church, please feel free to email us at info@leadersintraining.com or call 817-475-5542.

Welcome to L.I.T.! As you read through this Leadership Handbook, you will be prepared to transform the way you do children's ministry in your church. L.I.T. is a paradigm shift from typical church methods. Through L.I.T., children become leaders right before your eyes and effectively minister in your church. You will see children and preteens grow in a personal relationship with Christ and become invaluable in ministry in your church using their spiritual gifts. There are four key steps that bring about the greatest impact on children and preteens.



FAMILY



Family: Moms and dads have a major influence in the lives of their children. Through the tools provided, you will be able to train parents and help them prioritize their child's spiritual life.

DISCIPLESHIP



Discipleship: You have the resources to move your leaders from "teacher" to "discipler and equipper." The discipler models and allows children and preteens to use their spiritual gifts on a weekly basis.

MINISTRY



Ministry: Children and preteens will serve in your church using their spiritual gifts. They have a calling to serve and minister in the body of Christ today (Ephesians 4:11-13).

MISSIONS



Missions: You have young missionaries in your midst, and if properly trained, they will become fearless in reaching their peers and family.

L.I.T. builds leadership from the day you start it in your church. To begin the program, invite the parents of children and preteens to attend a parent training meeting. They will fill out a Parent Covenant and learn effective ways to prioritize their children's spiritual life at home on a daily basis. Children and preteens are trained, and they will serve together during the week and on Sunday mornings. You will personally be amazed by the gifts and talents of children in your program as they take the lead in ministry.

YOU HAVE EVERYTHING YOU NEED!

LEADERSHIP



- Leadership Handbook
- Online Training Course for Leaders
- Nehemiah Kids (N.K.) Logos
- L.I.T. Logos
- Promotional Posters

FAMILY



- Parent Handbook
- Parent Training PowerPoint
- Family and Church Covenant/Application
- N.K. Children Devotionals—Levels 1-4 (1st-4th grades)
- L.I.T. Preteen Devotionals—Levels 1-2

DISCIPLESHIP



- Disciple Group Leader Training
- N.K. Children Disciple Group Leader Guides
- L.I.T. Preteen Disciple Group Leader Guides

MINISTRY



- Spiritual Gift Test
- Ministry Training Handbook
- Ministry Training Ideas Page

MISSIONS



- ABC Counseling Card
- “The Gift” Evangelistic Five-Day Bible Study
- Preparing for My Mission Trip Devotional (Preteen and Students)
- Preparing for My Mission Trip Leader Guide
- Training and Planning Resources

To access your resources, go to www.leadersintraining.com and click login. Once you log in, you will see “Download” at the top right of the website; click there.

MAKE YOUR MINISTRY YOUR OWN

Take some time to spend with the Lord to determine the direction of your ministry. Understand that your ministry is His ministry, and He has a vision for you. When you put certain things into place, you will see the Lord bring about change and transformation in the lives of children. It is up to you and your leadership to determine where children can serve in your church.

CAST YOUR VISION

L.I.T. is a huge paradigm shift for any church. Once you have a clear direction from the Lord, share your vision with your pastor, staff, elders, and deacons. Next, share the vision with your children's ministry leadership, and then with the church as a whole. Once everyone is on board with your direction of ministry, inform the parents, knowing that you have the support of the church leadership. This may seem to be a lot of steps, but you will not regret it because the change will be a lot smoother.

PREPARING TO LAUNCH THE MINISTRY**STEP ONE: THERE ARE DECISIONS TO BE MADE****1. What Day of the Week Will You Meet?**

It works best to meet at a different time/day than on Sunday mornings. If Sunday morning is your only option, that is okay. Pray for wisdom for your ultimate success.

2. How Much Time Will You Have to Meet?

The optimal timeframe for L.I.T. is to meet for 1½ to 2 hours per week. The schedule is broken down into three parts:

- Ministry Training (30 to 40 minutes)
- Large Group Worship Time (10-15 minutes)
- Disciple Group Time (30 to 40 minutes)

3. Where Will Children and Preteens Serve?

Take some time with your leadership team to pray and determine where children and preteens can serve in your church.

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|---------------------|--------------------|
| • Teaching | • Resource room |
| • Prayer | • Extended session |
| • Tech/Sound System | • Crafts |
| • Greeting | • Games |
| • Helper | • Administrative |
| • Check in | • Creative Arts |

There is also the option of doing creative arts ministry training if you have a larger church and need more options for children to serve. You can download the Creative Arts Handbook from the website.

4. Determine the Most Effective Time of Year to Meet

The most effective time to do L.I.T. is during the school year (September-May). L.I.T. and Nehemiah Kids are both comprised of 18 weeks of devotionals in the fall and 18 weeks in the spring. Promote the ministry during the summer months to have a great start in the fall.

5. Enlist Your Leadership.

- Disciple (small) Group Leaders (1:3 or 1:5 ratio): The smaller the groups, the more effective your Disciple Group time will be. The idea is to keep them small.
- Ministry Team Training (1:10 ratio): For children and preteens to serve, they will need to be trained on the days you meet.

STEP TWO: SEVEN KEYS TO LAUNCH L.I.T.

1. Train Your Leadership

The key to your ultimate success with L.I.T. is to have properly-trained leadership. With our online training course, all you need to do is send them the following link and they can train at home at their convenience. (www.leadersintraining.com/leadership-training-course) Also, you have the advantage of emailing out a link to the video and requiring them to sign to acknowledge that they have completed the training.

2. Meet With Parents in Advance of Your Start Date

It is important to meet with parents several months before you begin promoting the ministry. This gives them a heads-up before you start. Meeting after Sunday morning church for lunch is a great time to share this new vision with families and build excitement before your kick-off date.

3. Set Your Parent and Child Training Date (30-45 minutes)

Meet with parents about two weeks before you begin the ministry at your church. This way they have plenty of time to fill out their application covenant and return it to you. The Parent Training PowerPoint and Parent Discipleship Guide can be downloaded directly from the website at www.leadersintraining.com (go to Director Downloads).

4. Promote the Ministry

We provide posters, a PowerPoint, and graphics to promote the ministry in your church. These are included in your promotional downloads.

5. Set Important Dates

Before you kick-off your ministry, you will want to set important dates and develop a hand-out to give to parents.

6. Determine How Many Rooms You Will Need

Determine now how many rooms you will require for Disciple Groups and for Ministry Training. That way you are ready to go when you kick off. Assign rooms according to ministry needs.

7. Print Your Resources

In preparation for your start date, you will want to print these items:

Parent Orientation (under Director Downloads)

- Parent Discipleship Handbook
- Student Application/Covenant packets (Customize the application to include ministry opportunities your children/preteens can sign up for and train.)
- Download Parent Training PowerPoint
- Student Devotionals
- Download and customize your parent letter

Disciple Group Materials

Print the Disciple Group materials in advance and distribute them to your leadership.

- Leadership application and background check
- Leadership job descriptions
- Leader Guides for each age group
- ABC Counseling Card for preteen resources
- Training date handouts for your leadership

Note: It would be a good idea to print extra copies of all of the materials to make sure you have resources on hand in case you have a larger group than planned.

STEP THREE: FINAL STEP BEFORE YOU LAUNCH L.I.T.

Based on the applications turned in by parents, divide up your D-Groups and ministry teams and make a list for your leadership teams.

1. **Divide Children and Preteens into Their Small Groups for Their D-Group Time.** This is a perfect time to break up cliques and encourage children to develop new friendships.
2. **Determine Where Children and Preteens Will Serve on Sundays and Wednesday evenings.** Develop job descriptions that include arrival times and ending times and have simple guidelines to follow.
3. **Prepare for Your First Day.** Double-check to make sure you have everything you will need to kick-off your first night.
 - Keep extra student devotionals and leader guides on hand.
 - Provide an agenda for the evening. (You might spend the majority of your time in Disciple Group so that the leaders can have an orientation with their new group.)
 - Make the evening fun with songs, games, and other activities that build excitement.
 - Provide totes or bins for the children to put their books into each week for their leaders.
 - Purchase small stickers for leaders to place in the children's and preteens' books to show what they have completed.
 - Print record forms and place them in a binder with pencils, pens, and the incentive stickers.
 - After the initial kick off, place totes in an area where children and preteens can drop off their devotional books for the leaders to review.

HELPING THINGS RUN MORE EFFICIENTLY

Once L.I.T. is up and running in your church, you will want to make adjustments as you go. As children serve, you will want to make changes accordingly to fine-tune their ministry.

1. Have your team leaders debrief with their teams after they do ministry in order to share their God moments and how God used them to minister.
2. Have them look at ways they can improve the next time they serve.
3. Have them make changes and assignments for their group for their next task.

BEST PRACTICES

You will discover that adult leaders are very busy during the week. One of the best ways to keep your leadership sharp and on task is to meet regularly. If you have enough leadership to have specific leaders for ministry training and other leaders for D-Groups, that would be ideal. We would suggest meeting with D-Group Leaders while ministry training is taking place and with Ministry Training Leaders during D-Group time. This is a great time to hold the leaders accountable and to do additional ongoing training. If this plan does not work out, you can email your leadership or pass on important information through social media.

MISSIONS



Included with your subscription are your outreach evangelism resources. There are several ways your church can use them to mobilize children, preteens, and students from your church to go out into your community to do missions during the school year or summer months.

“The Gift” Bible Study

“The Gift” evangelistic Bible study has been used by hundreds of children, preteens, and students to present the Gospel at community outreach events and on mission trips. “The Gift” is a five-day Bible study and is perfect for VBS, backyard Bible Clubs, mission trips, or any evangelistic event. It includes simple, inexpensive crafts.

“Becoming a Missionary”

The “Becoming a Missionary” resource is a nine-week preparation kit that prepares children, preteens, and students for missions. It includes a leader guide. The Bible study is a nine-week daily devotional that guides them through the Gospel message and prepares them to share it with others. The goal of the materials is to train children, preteens, and students and to provide them with the resource to lead the Bible study in their homes or neighborhoods.

LIST OF RESOURCES

- ABC Counseling Card
- “The Gift” Evangelistic Five-Day Bible Study
- Preparing for My Mission Trip Devotional (Preteen and Students)
- Preparing for My Mission Trip Leader Guide
- Training and Planning Resources



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