

FACILITATOR'S GUIDE

Church Leader Training

EQUIPPING CHURCHES TO STRENGTHEN FAMILIES



FAMILY LEADERSHIP
INITIATIVE

Facilitator notes will be highlighted. All other materials are included in the participant's guide.



SLIDE 1

Welcome



Say: Welcome! We are so glad that you are here. We know that each of you wants the best for your church and families. We want to support you in any way that we can.



SLIDE 2



Say: Family Leadership Initiative is a biblically based family ministry that trains, supports, and provides churches in our community with resources for developing healthy families. At the end of this session, you will:

- **Know FLI's mission, goals, and virtues.** *Page 4*
- **Understand FLI grant requirements and program expectations.** *Page 9*



Share: Share a story of past participants and how the program has impacted their church/community.



Share: Share some lessons FLI has learned in administrating the program, and how changes were made based on feedback from participating churches.



FAMILY LEADERSHIP
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SLIDE 3

Our Mission, Goals, and Virtues



Do: As you explain the mission, slowly emphasize the words in bold below and allow participants to absorb the content.



Say: The Family Leadership Initiative is a biblically based family ministry model that **trains, supports,** and **provides** churches in our community with **resources** for developing healthy families.



Ask: What do you think will be different for your church as it participates in this program?



Do: Allow time for 2-3 responses.



SLIDE 4

1 Goals

To impact the growth of healthy families.


- Creating opportunities for families to share time and build stronger ties.
- Encouraging parents and children to become leaders inside and outside of their homes.
- Helping families feel connected to a supportive Christian community.

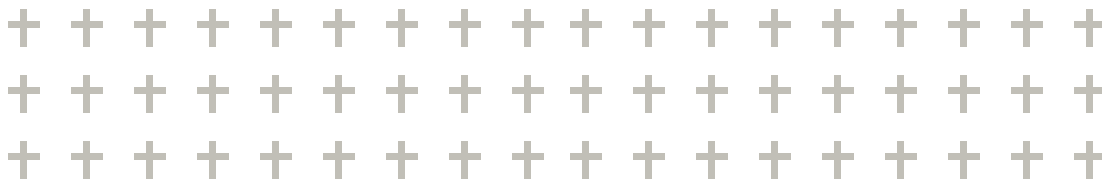
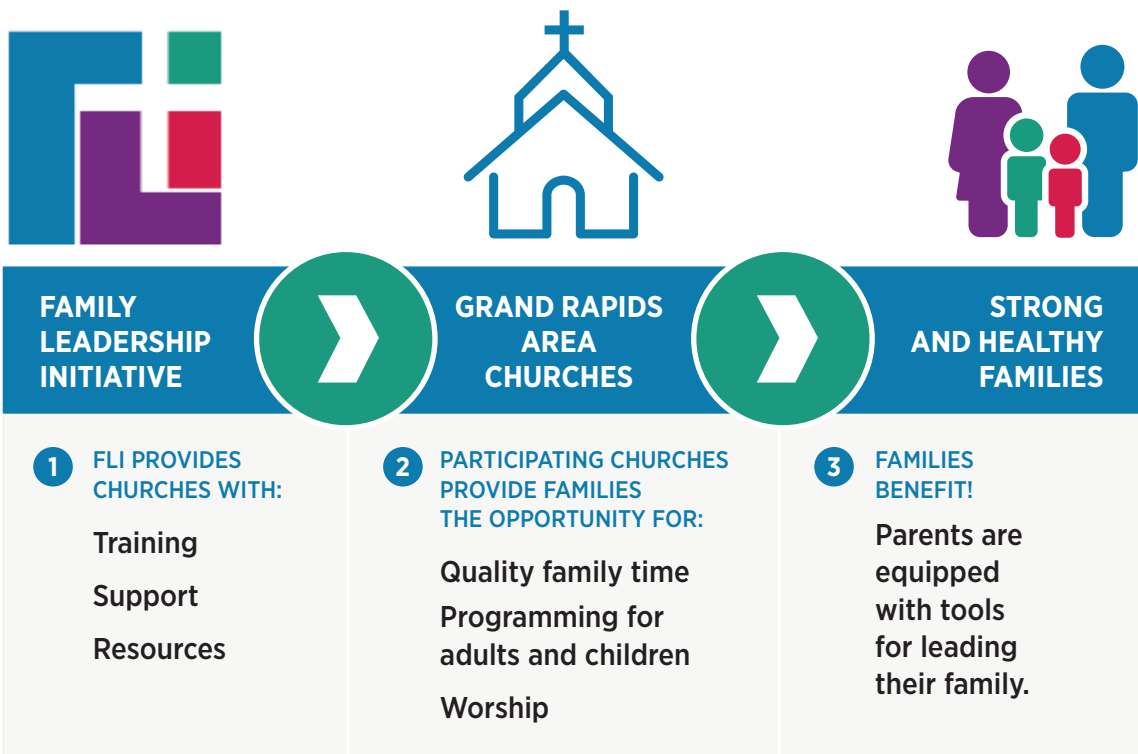
2

To increase the capacity of churches to deliver biblically based family programming.

- Building family ministry into the ongoing life of the church.
- Creating a learning cohort where churches develop supportive Christian community connections.

SLIDE 5

 **Say:** FLI supports churches with training and resources. In turn, churches help families develop and strengthen by offering opportunities for quality family time, programming and support, and worship.





SLIDE 6



Ask: How does FLI support churches that want to grow their capacity to serve families?



Say: We do it in three ways: training, support, and resources.

Training

- Virtual training sessions
- Online modules

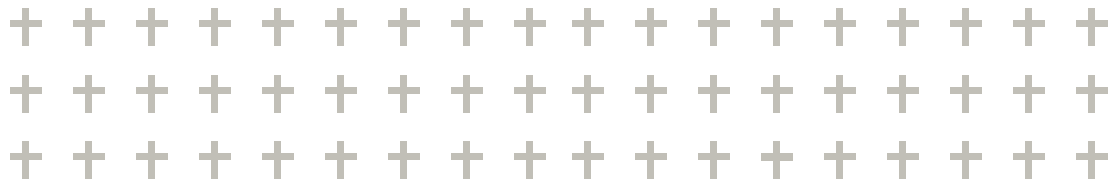
FLI training to church leaders consists of sessions facilitated by pastors and experienced program leaders. These meetings begin in January and run through the first few months of each year.

Support

- FLI Program Team
- Coaching
- Programming grant

Support starts with the FLI Program Team. First-year churches will be assigned a coach. While experienced sites aren't automatically assigned coaches, please know help is always available. Just ask!

Another support for participating churches is the FLI programming grant.



Resources

- FLI website
- Social media

FLI has a Resources page on its website that hosts all 43 units of the English and Spanish curriculum. Over time we'll add additional resources such as materials from these virtual trainings, accompanying documents, and English and Spanish online modules. FLI also has a Facebook page and Instagram, which we will use to share new information. Don't forget that your FLI Program Team is also a great resource!



SLIDE 7



Ask: How do churches use FLI to invest in the healthy growth of children and families?



Quality Time

Quality family time may include eating meals and doing activities together. Although a little different if you are meeting virtually, it is vital to include eating meals together. We've seen some very creative ideas, from ordering meals for each family to providing ingredients for a meal that families prepare together. Food is a great way to bring families together.

Programming

Programming for adults and children come in the form of learning opportunities. Children and parents divide into groups and learn age-appropriate skills and information. And parents have a safe space to speak up, ask questions, and be supported.

Worship

Worship is a time to tie back to scripture what you taught in the lesson. It's an opportunity to regroup, reinforce what everyone has learned, and give a blessing until you meet again.

| FLI VIRTUES | |
|-------------------|---|
| Faith | The assurance of things hoped for, the evidence of things not seen. |
| Hope | The manifestation of aspirations, dreams, and desires. |
| Love | The divine and active force of forgiveness, redemption, and grace. |
| Wisdom | The ability to discern the difference between right and wrong. |
| Justice | The hunger of the soul to promote what is fair and good in the world. |
| Fortitude | The capacity of the heart to persevere in the face of adversity. |
| Temperance | The discipline to embrace moderation and resist temptation. |

SLIDE 8

Virtues



Say: Virtues are foundational to healthy and robust development. They can help us develop attitudes and practical habits that guide what we do and say and how we act as Christians. FLI is built on these seven virtues:

FLI VIRTUES

| | |
|-------------------|---|
| Faith | The assurance of things hoped for, the evidence of things not seen. |
| Hope | The manifestation of aspirations, dreams, and desires. |
| Love | The divine and active force of forgiveness, redemption, and grace. |
| Wisdom | The ability to discern the difference between right and wrong. |
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Ask: We have just covered a lot of information, but I am wondering if anyone has a question?



Do: Provide time for 2-3 questions. If some of the answers to the questions will be covered in the following material, let the person know that you will cover that question in a couple of minutes. It might help to write the question on a sheet of paper called a “parking lot.” At the end of the session, you can review the items, making sure all questions were answered.

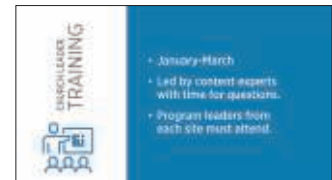
FLI Grant Requirements and Expectations


 **Say:** We will begin with requirements and expectations.

SLIDE 9

Church Leader Training

One of the requirements and expectations of receiving the FLI grant is attendance and participation in training. The sessions will be led by content experts with time for questions. The church's FLI program leaders must attend the training sessions.




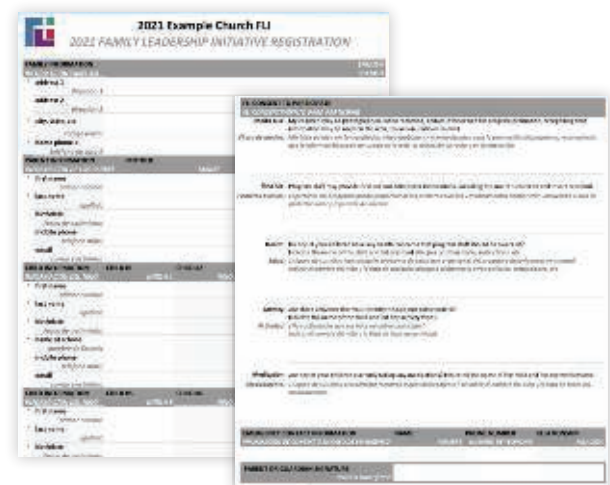
 **Ask:** Are there any questions?



SLIDE 10

Registration


 **Say:** A site should recruit and maintain a requirement of no less than 15 registered families throughout the program year.



Program registration is available on your FLI Dashboard.

Recruiting families to participate in your FLI program must be intentional and ongoing to ensure that a minimum of 15 registered families are in attendance throughout the program's duration. Parents/guardians must be involved in the registration process. Each FLI site is responsible for recruitment to its program.

The FLI Dashboard has complete registration information and detailed instructions.

 **Ask:** Are there any questions?



SLIDE 11

Programming

Another grant requirement is to provide parents, guardians, and children with family development programming. Each participating church must:

- Meet for at least 20 sessions.
- Serve a minimum of 15 registered families during every session.
- Schedule sessions February 1-November 30 within the same year.

First-Year Church

A first-year church, having no previous FLI experience, will work with a dedicated coach—one of the FLI program leaders—to determine the best programming schedule and implement the required FLI curriculum.

Experienced Church

A church with previous FLI experience may customize its family ministry program by changing, adding to, or supplementing FLI curriculum and content.

FLI curriculum (43 units) is available to download on the Resource page of the website. If you'd prefer printed copies, let us know.



Ask: Are there any questions regarding curriculum?

SLIDE 12



Family Is God's Idea

Dear Facilitator: This lesson begins in Genesis 2 and 3 where God created the world, including the first family.

Since this is the first lesson, you might want to help your learners feel comfortable with one another by doing an activity that introduces each family member.

It might be a great for you to know what we hope to accomplish through this lesson. Participants will:

1. Explain that God created the idea of family.
2. Demonstrate the importance of getting to know each family member.

We are praying that God will help you as you prepare the lesson. We hope that the families in your group will grow together in God's love and become a source of friendship and support for one another.



La Familia Es Una Idea de Dios

Querido(a) Facilitador(a): Esta lección comienza en Génesis 2 y 3 donde Dios creó el mundo, incluyendo a la primera familia.

Siempre que estás a punto de iniciar, quizás quieras ayudar a sus familias a que se sientan cómodas entre ellos haciendo una actividad para introducir a cada miembro de la familia.

Podría ser útil para usted saber qué esperamos lograr a través de esta lección. Los participantes podrán:

1. Explicar que Dios creó la idea de la familia.
2. Demostrar la importancia de conocer a cada miembro de la familia.

Oremos para que Dios le dé el corazón y el tiempo al preparar la lección y les ayude a trabajar. Esperamos que las familias en su grupo continúen creciendo en el amor de Dios y se tornarán en una familia de amistad y apoyo las unas para las otras.

DISCUTAN

Vamos a discutir unas pocas preguntas y descubrir algunas percepciones de ustedes como padres sobre cómo éstas podrían ayudarles a conocer mejor a sus hijos.

(Esta actividad ayudará a los padres a conectarse entre sí mientras comparten sus alegrías y desafíos como padres con otros padres. Mientras escuchan sus respuestas, señale que estas son oportunidades para conocer mejor a sus hijos. Escriba las ideas en un pizarrón o pizarra blanca.)

- Si usted pudiera armar un día perfecto con sus hijos, ¿qué haría?
- Si usted tuviera un día completamente libre, ¿cómo lo pasaría?
- ¿Cuáles son algunas cosas de sus hijos que lo hacen sentirse orgulloso de ellos?
- ¿Cuáles son algunas maneras en las que puede reducir las interrupciones cuando está con sus hijos?
- ¿Qué palabras usaría para alabar los esfuerzos e identificar los éxitos de sus hijos?

Ustedes crearon una gran lista de ideas prácticas para conocer y animar a sus hijos. Esta semana, estudie a sus hijos, pruebe algunas de las actividades, redúcele a otros para que le ayuden y recuerde, "La familia es una idea de Dios!"

RESUMEN

Hemos abarcado mucho material hoy durante nuestro corto tiempo juntos.

Nuestros objetivos eran:

1. Explicar que Dios creó la idea de la familia.
2. Demostrar la importancia de conocer a cada miembro de la familia.

Use la hora de cierre para pedirle a los participantes sus comentarios sobre la reunión. Abajo hay un par de preguntas que se pueden

DISCUSS

Let's discuss a few questions and discover some ways you as parents on how these might help to know your children better.

will help parents connect with one another while they share their parenting joys and challenges with other parents. As you listen to the list out that these are opportunities to know your children better. Write the ideas on a whiteboard.)

- If you could set up a perfect day with your kids, what would it be?
- If you had a completely free day, how would you spend it?
- What are some ways you could reduce interruptions when you are with your children?
- What words would you use to praise efforts and successes in your children?

You created a great list of practical ideas to know your children. This week, study your children, try some of the activities, list others to remember. "Family is God's idea!"

We covered a lot of material today during our short time together. Our objectives were to:

1. Explain that God created the idea of family.
2. Demonstrate the importance of getting to know each family member.

Use the closing time to ask participants for their feedback about the evening. Below are a couple of questions that may be used or adjusted to fit the evening. It's important for different learning styles to be able to summarize, give feedback, or share ideas. You will begin next week's session by asking participants to share something they've tried or

ESCRITURAS

Proverbios 9:10
El comienzo de la sabiduría es el temor del Señor; conocer al Señor es tener discernimiento.

Jeremías 15
Antes que te formara en el vientro, te conocí.

Génesis 2:3
Dijo el Señor Dios: "No es bueno que el hombre esté solo."

Génesis 1:28
Los bendijo Dios y les dijo: "Fructificad y multiplicaos..."

Salmo 127:3
Los hijos son una herencia del Señor, los frutos del vientro son una recompensa.

Proverbios 22:6
Instruye al niño en su camino, y él aun de viejo se apartará de él.

Éxodo 20:12
Honra a tu padre y a tu madre, para que seas feliz. Este es el primer mandamiento que te da el Señor, tu Dios, te lo da.

SUPPORT

Proverbs 9:10
The fear of the Lord is the beginning of wisdom, and knowledge of the Holy One is understanding.

Jeremiah 15
Before I formed you in the womb, I knew you.

Genesis 2:3
The Lord God said, "It is not good for the man to be alone."

Genesis 1:28
God blessed them and said to them, "Be fruitful and increase in number."

Psalms 127:3
Children are a heritage from the Lord, offspring a reward from him.

Proverbs 22:6
Start children off on the way they should go, and even when they are old they will not turn from it.

Exodus 20:12
Honor your father and your mother, so that you may flourish in the land the Lord your God is giving you.

FLI curriculum is available in English and Spanish.



SLIDE 13

Staffing



Say: Staffing is a significant grant requirement. Each church administers its FLI program and is responsible for the manpower and commitment it takes to meet expectations and requirements. FLI requires each site have three distinct key staff positions: Pastor, Site Coordinator, and Volunteer Coordinator.

In addition to required staff positions, it will take volunteers and additional support to host exceptional FLI experiences for families.

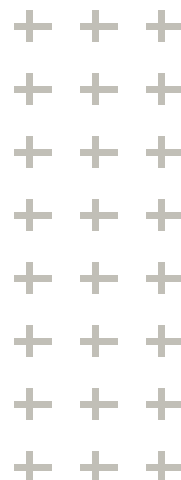
Here is more about each required staff position:

1

Pastor

The Pastor will:

- Serve as the FLI program administrator/director to provide program oversight.*
- Over the years, we have found that a clear indicator of a successful, sustainable program is the pastor's commitment and leadership to family ministry. FLI requires that the pastor be directly involved in program oversight within the church's defined structure.
- Work closely with the established organizational structure (deacons, elders, church officers, the Board, committees, the FLI Site Coordinator, key leaders, or any other role responsible for church operations) to administer FLI programming.
- Responsible for the program budget.**
- Work closely with the established financial administration (treasurer, accountant, controller, CFO, business administrator, executive pastor, finance committee member, or any other role responsible for church financial operations) to administer FLI programming.



- Assess the program needs and ensure that goals and objectives are met.
- Provide direction to site coordinator/site leaders.
- Clearly communicate the church’s program goals and objectives.
- Work closely in communication with his/her site coordinator to assess needs and ensure that program goals and objectives are met.
- Help recruit families and volunteers.

**Each church has an established governing and operating structure, and FLI, in no way, changes the governance or operations of a church. The Pastor must work within the church’s organizational structure to administer FLI.*

***Financial administration is critically essential, and FLI, in no way, changes the financial operations of a church. The Pastor must work within the church’s financial operations structure to administer FLI.*

2

Site Coordinator

A trusted Site Coordinator (not the Pastor) will be appointed by the church governing team⁷ to administer and manage FLI. The Site Coordinator will:

- Implement and oversee all FLI programming and activities.
- Work closely with the Pastor to continually assess needs and ensure that the church’s program goals and objectives are met.
- Communicate with the Pastor to provide direction and staff supervision.
- Clearly and regularly communicate needs.
- Delegate tasks. Being an FLI Site Coordinator is not easy. In our experience, successful FLI programs have a Site Coordinator who understands the power of delegating. Share the responsibilities. Many hands make light work. The Site Coordinator should not be doing it all.
- Manage the collection and submission of registrations, session attendance information, and evaluation data.
- Work closely with the Volunteer Coordinator and volunteers (facilitators, teachers, instructors, coaches) to share lesson plan, timeline, specific curriculum information, and expectations.

- Assist and follow-up with the Volunteer Coordinator about recruiting help for the program year.
- Check-in with the Volunteer Coordinator after each session: review the welcome and check-in process, attendance, meals, curriculum delivery, and share any specific needs.

**FLI does not change the operating structure of a church. For some sites, the governing team is the Pastor; for others, the governing coalition is the Board and Pastor; for others, it's just the Board. However, your church is structured; the decision-making structure makes the Site Coordinator appointment.*

3 Volunteer Coordinator

The Volunteer Coordinator will:

- Recruit volunteers for all FLI programming.
- Confirm that all volunteers (facilitators, teachers, instructors, coaches, etc.) are at least 18 years old.
- Administer safety training and any additional training to all volunteers.
- Clearly communicate the lesson plan, timeline, curriculum information, and expectations to all volunteer facilitators, teachers, instructors, and coaches.
- Conduct and maintain documentation on background checks for all staff and volunteers.
- Connect and check-in regularly with families; share any needs with the Site Coordinator and create an action plan (phone calls, postcards, personal visits, etc.) to let families know that the church leaders and program staff are thinking of them.
- Track attendance at each session.



It is good practice for each site to develop and maintain job descriptions for each staff member and volunteer.



Ask: Are there any questions regarding key staff positions?

SLIDE 14

Budget



Say: The FLI grant is \$12,000. A participating church is required to complete a projected budget for its program. Your FLI Dashboard has detailed instructions for completing a budget.



The grant disbursement schedule:

- **First payment:** \$5,500 in February.
- **Second payment:** \$5,500 upon receipt of your mid-point Self Assessment and Site Visit.
- **Final payment:** \$1,000 upon completion of FLI Dashboard requirements and your programming is finished.



SLIDE 15

Site Visit and Self Evaluation



Say: The grant also requires a Site Visit and Self Evaluation.

A program manager will conduct one Site Visit—in person or online depending on how your program meets—during your program schedule. The programming information you enter in your FLI Dashboard must be an accurate reflection of your meeting dates, times, location, etc.



Site Visit and Self Evaluation forms are available on your FLI Dashboard.

The second grant payment will be released once the Site Visit takes place and your Self Evaluation is complete. Please complete the Self Evaluation after your tenth meeting, the mid-way point in your FLI program. This will trigger the second grant payment.



Ask: Are there any questions regarding the Site Visit and Self Evaluation?



Say: We covered a lot of information in this session. Let's look at the "parking lot" to see if we missed anything.



Do: Review the parking lot list and answer any missed questions.



Say: The Family Leadership Initiative is a biblically based family ministry that trains, supports, and provides churches in our community with resources for developing healthy families. You now know FLI's mission, goals, and virtues, as well as the grant requirements for participating churches.



Do: Close in prayer.


Slide 1



Church Leader Training
EQUIPPING CHURCHES TO STRENGTHEN FAMILIES



Slide 2



SESSION OBJECTIVES

- 1 Identify the mission, vision and goals of FLI.
- 2 State the grant requirements and expectations for churches participating in FLI.

Slide 3



FAMILY LEADERSHIP INITIATIVE TRAINS, SUPPORTS, AND PROVIDES CHURCHES IN OUR COMMUNITY WITH RESOURCES FOR DEVELOPING HEALTHY FAMILIES.

What do you think will be different for your church as it participates in this program?

Family Leadership Initiative

Slide 4

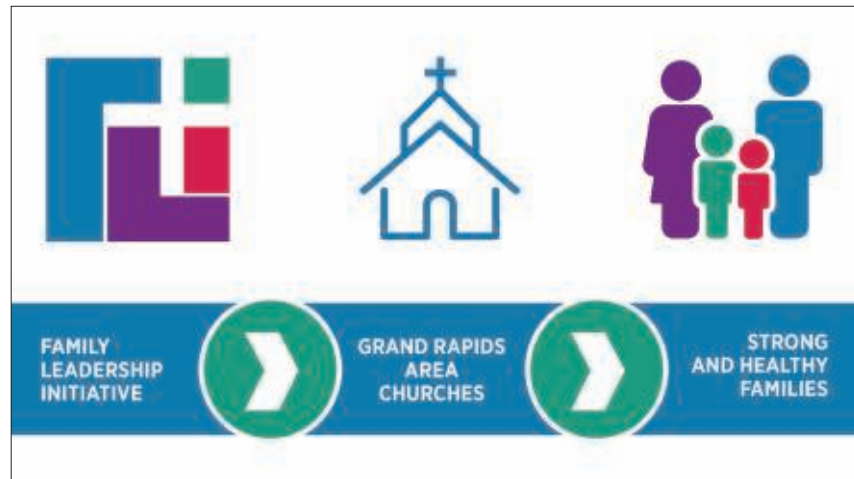
GOALS



To impact the growth of healthy families.

To increase the capacity of churches to deliver biblically based family programming.

Slide 5



Slide 6



How does FLI support churches that want to grow their capacity to serve families?

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Slide 7

HOW DO CHURCHES USE FLI TO INVEST IN HEALTHY GROWTH OF CHILDREN AND FAMILIES?

- ✓ Quality Family Time
- ✓ Programming for Adults and Children
- ✓ Worship



Slide 8

| FLI VIRTUES | |
|-------------------|---|
| Faith | The assurance of things hoped for, the evidence of things not seen. |
| Hope | The manifestation of aspirations, dreams, and desires. |
| Love | The divine and active force of forgiveness, redemption, and grace. |
| Wisdom | The ability to discern the difference between right and wrong. |
| Justice | The hunger of the soul to promote what is fair and good in the world. |
| Fortitude | The capacity of the heart to persevere in the face of adversity. |
| Temperance | The discipline to embrace moderation and resist temptation. |

Slide 9


CHURCH LEADER TRAINING



- January-March
- Led by content experts with time for questions.
- Program leaders from each site must attend.

Slide 10

REGISTRATION



Recruit and maintain a requirement of no less than 15 registered families throughout the program year.

Slide 11

PROGRAMMING REQUIREMENTS


All participating churches must:


- 1 Meet for at least 20 sessions.
- 2 Serve a minimum of 15 registered families during every session.
- 3 Schedule sessions February 1- November 30 of the same year.

FIRST-YEAR CHURCHES
Work with a dedicated coach to determine the best programming schedule and implement the required FLI curriculum.

EXPERIENCED CHURCHES
May customize its family ministry program by changing, adding to, or supplementing FLI curriculum and content.


Slide 12





FLI curriculum is available in English and Spanish.

Slide 13



REQUIRED STAFF POSITIONS
**Pastor, Site Coordinator,
 and Volunteer Coordinator**

Each participating church administers FLI and each site is responsible for the manpower and commitment needed to provide the volunteers and support necessary to host families.

Slide 14

BUDGET



The FLI grant is \$12,000. A participating church is required to complete a projected budget for its program.


GRANT DISBURSEMENT SCHEDULE

- \$5,500 in February.
- \$5,500 upon receipt of your mid-point Self Assessment and Site Visit.
- \$1,000 upon completion of FLI Dashboard requirements and your programming is finished.

Slide 15

A program manager will conduct one Site Visit—in person or online depending on how your program meets—during your program schedule.

The programming information you enter in your FLI Dashboard must be an accurate reflection of your meeting dates, times, location, etc.





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