

**MISSIONARY FAMILIES OF CHRIST
CHRISTIAN LIFE SEMINAR
TEAM LEADER'S GUIDE**

This manual is for the use of the CLS team leader.

<u>Contents</u>	<u>Page</u>
1. Letter to the team leader	2
2. General.	
a) Team leader's profile	3
b) Team leader's role	4
c) Spiritual approach to leadership	4
d) Pastoral approach to leadership	4
e) Importance of communication	5
f) Important ingredients in a CLS	6
g) Oversight of the team leader's work	6
h) Proposed Schedule	
3. Prior to CLS sessions.	
a) Candidates/participants	8
b) Setting up discussion groups	8
c) Venue	9
d) Logistics	10
e) Talks	10
4. The CLS sessions.	
a) Prayer	11
b) Punctuality	12
c) Attendance	13
d) Code of conduct	13
e) Cultural aspects	13
f) Handling team meetings	14
5. Checklist for each session.	15
6. Annexes.	
a) Information sheet (Annex A)	19
b) Guidelines for speakers (Annex B)	20
c) Individual prayers of thanksgiving and petition (Annex C)	21
d) Mini talk for vocal prayer (Annex D)	23
e) Letter for CLS graduates (Annex E)	25

Dear brother in Christ,

The peace and joy of the Lord be with you!

Congratulations! You have just received an assignment that will provide you great joy and satisfaction. You are now at the forefront of the spiritual battle being waged for the hearts and minds of people. And you are on the winning side! Expect the glory of God to unfold in the coming weeks.

For you to function most effectively, please do the following:

1. Study this Team Leader's Guide carefully and thoroughly. It contains all the instructions you need to handle the CLS.
2. Be constantly in touch with your Chapter Servant, or whomever he would designate to oversee your CLS. Your present service is directly under the authority of your Chapter Servant. Keep him informed of the CLS's progress and eagerly seek his input.
3. Exercise your authority over the team confidently. Discipline and reliability are musts for each member of the team. Only in this way can they serve effectively and grow in their own commitment to the Lord.
4. Rely on the power of the Holy Spirit. This CLS is God's work, and so He will provide. Come before the Lord often in prayer, and get your team to do the same.

Thank you for responding to the Lord's call. You are making a major contribution to moving forward the mission of MFC.

God bless you.

Faithfully in Christ,

MISSIONARY FAMILIES OF CHRIST (MFC)

GENERAL

A. TEAM LEADER'S PROFILE

The CLS team leader is a person who:

1. Loves the Lord. He has committed his life to Jesus Christ and desires to serve Him with his whole heart and strength.
2. Is a faithful member of MFC. He is faithful to his covenant in MFC. He has taken on the vision of MFC for Christian family life renewal. He is supportive of the overall leadership and good order in the body.
3. Is growing in Christian maturity. He is not negligent of personal prayer and reading of the Bible. He has put fairly good order in his own family life.
4. Is a tested leader of MFC. He is at least a Household Servant, with the qualities that can make him a Unit Servant. He is able to command the respect of his peers and subordinates.

B. TEAM LEADER'S ROLE

The CLS team leader runs and oversees the whole CLS. More specifically, he does the following:

1. Puts the team together, in consultation with and subject to the approval of his Chapter Servant (or whomever the latter designates).
2. Arranges the practical aspects of the CLS, such as venue, schedules, speakers, snacks, etc.
3. Recommends to his Chapter Servant the various speakers, and upon approval, makes the necessary connection with the designated speaker.
4. Watches over the whole CLS and ensures that all aspects are being handled in the proper way.
5. Acts as emcee for all the sessions.
6. Cares for the team members and helps to form them into a group of brothers and sisters with unity of spirit and an ability to work together well.
7. Sees to it that each participant in the CLS is cared for well and is growing in his/her own response to God's call.

C. SPIRITUAL APPROACH TO LEADERSHIP

Leading a CLS is authentic evangelization. As such, it is spiritual warfare waged with spiritual weapons and spiritual gifts. The team leader needs to have:

1. FAITH.

- a) That this is God's work, and therefore it is He who will empower and strengthen those who serve (2 Cor 3:4-6).
- b) That Jesus is with you, working through you and speaking his words through you to change people, to convert their hearts (Mt 28:20; Acts 1:8). Focus on his presence. Call upon him always.
- c) That the words of the Bible carry extraordinary power (Heb 4:12). Have this conviction: Christ can convert any person and he uses the Word of God for this purpose.

2. ZEAL FOR THE KINGDOM OF CHRIST.

- a) The CLS team leader must have a deep conviction for his work in the CLS. He must be convinced of its supreme importance in making a difference in the lives of people. 2 Cor 5:14.
- b) The extent of the team's desire, spiritual hunger and eagerness to evangelize will be the extent by which God can unleash the power of the Holy Spirit through them. 1 Thes 1:5.
- c) The team should be composed of men and women of great love, sincerity, conviction, patience and affection. 1 Thes 2:1-12.

D. PASTORAL APPROACH TO LEADERSHIP

1. Understand the participant's situation.

- a) Their coming from a secular environment.
 - * You need to set the tone. You need to get them into a different frame of mind. You need to plant faith.
 - * Testimonies and genuine friendships help a lot. So can songs and short times of prayer.
- b) Their state of personal transition. They may be dissatisfied, restless, anxious, hopeful, despairing, ambitious, etc.
 - * Be in touch with it. Speak to it. Channel that energy to Christ.

- c) The existence of personal problems. They may be lonely, have few meaningful personal relationships, be not quite weaned from parents, trying to hold on or maybe get free, etc.
 - * Be sensitive to these and get the team to take any available opportunity to address these.
 - d) Inadequate notions of Christianity.
 - * Identify them and speak about them.
2. Get to know people individually as much as possible through talking to each one individually, and through touching base briefly but frequently with the discussion group leaders.
 - a) Don't be too removed, busy, anxious.
 - b) You may not realize it, but people will consider it a privilege to speak with you.
 3. Keep an eye on the goals of each session and where the participants are and could be. Lead them to where they should be. The dynamics of the sessions are in your hands to shape as will best serve them. Make adjustments if necessary in order to help move people forward.
 4. Keep a pulse on people changing, getting stubborn, on spiritual warfare, spiritual breakthroughs, conversions, etc. Speak to it. Draw good things to everyone's attention whenever possible.
 5. Keep getting feedback from the discussion group leaders, the assistant team leader and other persons actively involved in the program.

E. IMPORTANCE OF COMMUNICATION

1. The team leader needs to communicate with the team members about each specific situation that confronts them: the incident that happened last week, the problem that a person in the program is having now, the things they need to do in the next session, etc. Talk about each situation in a very concrete way. Come to a real oneness of mind about each specific situation. Of course, talk in a responsible way, with the appropriate confidentiality.

This kind of communication and discussion will develop in the team leader the pastoral discernment and judgment needed to be of real service to the people in the program.

2. The team leader, as well as the discussion group leaders, have to be constantly observing what the true situation is. Besides staying in communication with one another, they have to stay in open communication with the program participants. They have to ask directly what is happening to them in relation to the Lord and to the program. The team has to know what has happened to the participants in order to know what they need from the team.

3. The team has to communicate effectively about what is happening in the discussion groups, and this is done in the team meetings. These meetings should help teach us how to work better in the program, to train us to be master builders for Christ. Don't be afraid of the truth. Don't keep difficulties and problems to yourself. Discuss the work and its effect so that the team can keep on doing what has been done well, and change what has not been done well.

F. IMPORTANT INGREDIENTS IN A CLS

1. Most of the CLS sessions have 3 essential ingredients: a talk (teaching), group discussion and fellowship. All 3 are important for the success of the program and should be handled accordingly.
2. Furthermore, the other elements and dynamics of a CLS all contribute to attracting a participant. Some are attracted by the talk, others by the discussion, still others by the songs, friendly atmosphere, care from the team, the new ways of praying, etc. Pursue everything with enthusiasm and faith that God uses all these elements to accomplish His purpose in the CLS.

G. OVERSIGHT OF THE TEAM LEADER'S WORK

1. Immediate oversight of the CLS as a whole and of the team leader's work in particular is done by the designated supervising Unit Servant, who is appointed and is himself overseen by the Chapter Servant, in whose jurisdiction the CLS is conducted.
2. The Chapter Servant should be kept informed of developments in the CLS on a weekly basis, either by the team leader or the supervising Unit Servant.
3. All questions and problems that cannot be handled adequately by the team leader should be referred to the supervising Unit Servant for immediate action and resolution.
4. The team leader should eagerly seek the pastoral input of those overseeing his service. He should recognize the tremendous opportunity for personal growth that this service affords him.

H. PROPOSED SCHEDULE

DAY 1

AM

7:30 Arrival/Registration
8:00 Opening Prayer
8:10 Introduction/Welcome
8:30 Session 1: Jesus, The Messiah
9:15 Group Discussion
9:45 Snack
10:00 Session 2: Called to Witness
10:45 Group Discussion
11:30 Lunch

PM

1:00 Recap on Session 1 and 2
Introduction to Individual Prayers
of Thanksgiving and Petition (Refer
to Annex C)
1:45 Opening Worship
2:00 Session 3: Repentance and Faith
2:45 Group Discussion One-to-one
Mini Talk on Vocal Prayer (Refer
to Annex D)
3:45 Session 4: Gift of the Holy Spirit
4:30 Prayer Session

DAY 2

AM

7:30 Arrival/Registration
8:00 Welcome/Short Recap of Session 1 to 4
8:30 Opening Worship
8:45 Session 5: Growing in the Spirit
9:30 Group Discussion
10:00 Snack
10:30 Session 6: The Life and Mission of MFC
11:30 Dedication

PRIOR TO CLS SESSIONS

A. CANDIDATES/PARTICIPANTS

1. The CLS is open to all Christian, both couples and individuals.
 - a) There are no exclusions, since any sinful or wrong situation of a participant can be addressed by the CLS.
 - b) The CLS is for Christians and thus non-Christians are normally not to be invited. However, in case of a mixed marriage between a Christian and a non-Christian, where the non-Christian is willing to try the program, such a couple may be invited. The status of the non-Christian will later be evaluated by MFC leaders.
2. Each participant-couple or individual should fill up and submit an Information Sheet (sample per Annex A).
 - a) Annex A is just a sample. The info sheet can be amended to include other information desired. It can be amended to suit a particular local situation. For example, in a place where there is divorce and there are many second marriages, the info sheet might contain a question on whether one has a previous marriage.
 - b) Ask the person bringing a participant to give some personal information about him/her, information for the use of the team leader and the person's discussion leader, which can help in caring for him/her, or have a firmer feel for where he/she is at. Most often such information would involve personal problems, doubts, fears, anxieties, insecurities, etc.

B. SETTING UP DISCUSSION GROUPS

1. One key to successful discussion groups is setting them up well from the very beginning. There are two main principles to be followed here:
 - a) Put persons together who we think can be comfortable with each other and thus can interact well as a whole.
 - b) Appoint a discussion group leader who can best relate to the group, one who can thus help each member the most.
2. The discussion groups start right after the first talk.
3. Each discussion group would ideally have 4 to 5 people, excluding the leader. Men are grouped separately from women.
4. Grouping people together.
 - a) People are to be grouped together according to some common denominators, such as:

- * AGE. e.g., much older people can be grouped together. So too with very young people. As a general guide, the age difference between the oldest and youngest member of the group should not exceed 10 years.
 - * EDUCATION. e.g., those with post-graduate degrees may be comfortable with other more educated persons.
 - * GEOGRAPHICAL LOCATION OF RESIDENCES. Maybe a group composed of people all living in and around a particular area. This is also preparatory to household groupings, which are almost always based geographically.
 - * POSITION IN BUSINESS. e.g., top level executives may relate better with peers.
 - * SPIRITUAL BACKGROUND. You may have a group of people who are already in the renewal. They can move forward faster during the CLS.
- b) Obviously, groupings will not necessarily be quite so clear-cut. The above are just guides. But the basic idea is to group together those who can relate well with each other, and to avoid extremes (e.g., very rich with very poor). Use your judgment in the wisdom of the Holy Spirit.
- c) Group the participants together first, then choose the leader-couple who you think can best relate to the particular group.
5. Provide the discussion group leaders with a copy of the information sheets of those assigned to them. Relate to them whatever additional information has been provided by those who recommended the participants.

C. VENUE

1. The CLS may be held in a variety of places, to wit:
- a) In the home of a MFC member.
 - * This is desirable due to the informal, comfortable and non-threatening atmosphere of a home.
 - * Further, it emphasizes the reality of the Christian home and family as a domestic Church.
 - b) In a Church or parish facility.
 - c) In any other venue such as a school classroom, a restaurant, an office conference room, etc.

2. The main considerations for choosing a venue are:
 - a) Size.
 - * Is the area big enough to hold the participants and team comfortably?
 - * Is there enough space when the participants break up into discussion groups?
 - b) Location.
 - * Is it central and accessible?
 - c) Conduciveness to program activity.
 - * Is it comfortable?
 - * Is the neighborhood quiet and safe enough?

D. LOGISTICS

1. The following are needed for each CLS session:
 - * Lectern for speaker
 - * Sound system
 - * Song sheets
 - * Talk handouts for participants
 - * Attendance sheet
 - * Name tags
 - * Blank information sheets (for those who have not submitted beforehand)
 - * Snacks
 - * Emergency lights and/or candles (in case of power failure)
2. The snacks should be a simple one. It should be within the budget set by the overall leadership.

E. TALKS

1. Most of the actual teaching in the CLS is done in the talks.
2. Speakers are chosen by consensus between the team leader and the supervising Unit Servant, subject to approval by the Chapter Servant.
 - a) Speakers are taken from the ranks of MFC members only.
 - b) Talks are to be given by an individual or by a husband-wife team. Both men and women can give talks. However, the majority of talks in the CLS must be given by men.
 - c) More experienced speakers are normally fielded for the first three sessions.

3. Ideally, all talks, except those to be given by experienced speakers, should be previewed and screened. This is done by having the speaker give the talk before a selected audience, such as the Chapter Servant or the CLS team leader or the household group of the speaker. This will be a time for constructive and brotherly criticism, with the goal of coming up with a talk that is clear, powerful, upbuilding and inspirational, free of anything that might be taken negatively by the participants.
4. SPEAKERS MUST BE FAITHFUL TO THE TALK OUTLINES.
 - a) The expanded talk outline is the talk itself. The speaker merely needs to flesh it out.
 - b) Speakers should avoid the temptation of putting a lot of other material into the talk, no matter how interesting or seemingly helpful. This might just obscure the basic message of the talk, or overlap with the other talks.
 - c) Special attention should be given by the speaker on the specific objectives of the session to have a better grasp of how the talk ought to be given.
5. Our guidelines for talks are given in Annex B.

THE CLS SESSIONS

A. PRAYER

1. In the CLS we are doing God's work, and good fruit can be achieved only under the guidance and power of the Holy Spirit. We connect with the Holy Spirit through prayer.
 - a) Thus we have to come before the Lord and put our work in His hands often and throughout the program. Thus we pray:
 - * before we go to the session
 - * at the pre-session team meeting
 - * at the start of the session immediately prior to the talk
 - * before and after the group discussion (by the group leaders)
 - * before the snack (to bless the food)
 - * at the close of the session immediately after the fellowship
 - * at the post-session team meeting
 - b) The team leader leads in prayer. At times he may designate this to the assistant team leader.
2. It is recommended that the chapter put together "prayer warriors" for the duration of the CLS. While the whole chapter should be praying for all its CLSs, a specific group of men and women should be praying specifically for each session of a specific CLS, especially during the actual hours that the sessions are ongoing.

3. During the CLS itself, we utilize different forms of prayer. Thus our communal prayer at the start of each session is as follows:
 - a) Before Sessions 1 (morning session) -- The team leader makes a short prayer for all. No charismatic prayer.
 - * No clapping during singing. No raising of hands.
 - b) Before Session 3 (afternoon session) -- Involvement by the rest of the team and also the participants through short individual prayers of thanksgiving and petition (introduced by the team leader at the start of Session 3. Refer to Annex C),
 - * Clapping during singing may be introduced. Still no raising of hands.
 - c) Prior to Session 4 – Mini Talk on Vocal Prayer. (Refer to Annex D). Full charismatic worship.
 - d) For the one and a half day CLS, the team leader makes a short opening prayer. No charismatic prayer. The afternoon prayer may involve the team and the participants.
4. The speaker is always prayed over by the team prior to the session.
 - a) The praying over is done by a few members of the team, not by all, since the rest need to be available to greet the participants as they come in.
 - b) The prayer itself is done by the team leader, and is just a short prayer for protection and empowerment. A few minutes should be sufficient.

B. PUNCTUALITY

1. The team members must be at the CLS venue at the time designated by the team leader.
 - a) They must all be present for the pre-session team meeting.
 - b) They must be there ahead of the participants, ready to welcome and take care of those in their discussion groups.
 - c) They must arrange their schedule on the day of the CLS such that they are not pressed for time nor unnecessarily hassled by the day's activities. They should in fact provide enough time to come before the Lord individually and thus prepare themselves spiritually for the task at hand.
2. It is important to start the CLS sessions on time.
 - a) Impress upon them the need to be punctual.
 - b) Do not delay the start of the session by more than 10 minutes.
 - c) A good way to allow more time for latecomers to arrive is to practice songs. In this way, you start the session on time, but delay the talk until more arrive.

C. ATTENDANCE

1. Since the CLS is an integrated course for renewal, all the sessions are important. Thus the CLS participants should be present for all the six (6) sessions.
2. However, we do recognize that there could be very good reasons for absences. Thus we make provisions for absences.
 - a) There can be exceptions to the above, but only in extreme cases and only with the approval of the Chapter Servant. To grant an exception, you should see that the participant is very eager to continue the CLS and also that the reasons for the absences are very valid.
 - b) For a couple, should husband or wife be unable to attend a particular session, the spouse should be encouraged to attend by himself/herself.

D. CODE OF CONDUCT

1. Team members are to dress appropriately and modestly.
2. Team members should try to avoid smoking at any time during the CLS. Smoking for team members is absolutely prohibited during prayers, during the talk if inside the session hall, and during the discussion group meeting.
3. In a multi-racial CLS, team members should converse, even just among themselves, only in the “official” language(s) for that CLS. We can turn off participants by conversing in languages or dialects alien to them.
4. Team members must avoid any behavior (such as talking among themselves) that would disrupt in any way the session or the participants’ concentration.
5. Team members should mingle as much as possible with the participants, and not keep to themselves.
6. MFC IDs are to be worn by MFC members at all times.

E. CULTURAL ASPECTS

1. The CLS, aside from being the entry-point for membership in MFC, is a microcosm of the life and world of MFC. Being in a CLS prepares one for entering more fully into the way of life in MFC. As such, the atmosphere in the CLS and the conduct of the team members are to conform to the culture of MFC in every way.
2. The team leader ensures cultural conformity in setting up the CLS and in guiding the team. Examples of cultural elements in the CLS are:

- a) A spirit of joy and friendliness.
 - * Remind the team to smile often and be outgoing.
 - b) Simplicity.
 - * There is no need for extravagant decorations for the venue.
 - * Snacks are simple, even for those CLSs of chapters that can well afford to spend much more.
3. By the same token, we are to avoid injecting elements that are not in accordance with our normal way of doing things. Some examples:
- a) Singing songs not in our official songbook.
 - b) Requiring certain practices for the baptism in the Holy Spirit. For example:
 - * Having every team member dress in white.
 - * Turning the lights off or having a candle and crucifix before everyone being prayed with.
 - * Anointing participants with oil or holy water.
 - c) Scheduling confession and/or Mass at the venue immediately prior to the CLS session (like for session 4), thereby unnecessarily prolonging the entire session.

There could be others. The team leader must not inject any element that comes simply from his own preferences. He needs to realize that the CLS already introduces the participants to life in MFC, and any such element may give them an inaccurate impression of the MFC-culture.

F. HANDLING TEAM MEETINGS

1. Team meetings are held before the start of Session 1, Session 3 and after Session 4 (first day) and before Session 5 (next day) in order to assess the conduct of the sessions, to receive feedback on the situation of the participants, and to give input to the discussion group leaders as needed.
2. The men and women meet together. The team leader presides over the meeting.
3. Each discussion group leader gives a brief report on what transpired. Each leader's report should not go beyond just a few minutes generally. Details are given only if asked by the team leader.
4. Names of participants are not mentioned. During these team meetings we only want to assess the overall situation. Individual problems are left to one-to-one meetings between the team leader and the discussion group leaders.

CHECKLIST FOR EACH SESSION:

A. SESSION No. 1

1. Team meeting prior to session 1 (at least 30 minutes before the session).
 - a) Start with a short prayer.
 - b) Give out the group assignments and the data sheets of group members, if not previously done.
 - c) Resolve any questions or problems with regard to the Team Manual.
 - d) Remind the team not to engage yet in charismatic prayer. No raising of hands or clapping.
 - e) Close with a time of group prayer and intercession for the program, the team and the participants.
2. At the start of the session:
 - a) Teach the participants some songs while waiting to start formally.
 - b) The team leader introduces himself, welcomes the participants, and invites everyone to stand.
 - c) A song is sung, after which the team leader says a short opening prayer.
 - d) The participants are asked to be seated. The team leader says a little bit about MFC, the team, the facilities. However, keep it short.
 - e) The speaker is introduced and gives his talk.
3. During the talk, group the participants based on attendance. Inform the group heads accordingly.
4. After the talk, announce discussion groupings.
5. After the snacks:
 - a) Exhort participants to have their own Bible, preferably a modern version like the NAB.
 - b) Briefly go over the handout. Explain the meaning of Biblical references, i.e. book, chapter, verse. Encourage daily Scripture reading.
 - c) Exhort participants to be always punctual. Remind the team of the need for punctuality.
 - d) Remind the team of the need for them to be faithful to their own daily prayer time and Bible reading. They should fast for their people. Also impress on them the importance of studying the team manual prior to each session.
 - e) End with a short prayer.

B. SESSION No. 3

- a) Team meeting prior to session 3:
- b) Resolve any questions or problems with regard to the Team Manual in relation to the talk and the session's goals.
- c) Remind them of the individual meetings (one-to-ones) after Session 3. (Please refer to the Guidelines for Personal Dialogues). At the end of the session 3, encourage participants to go to confession within the week.

- d) Check on your one-to-ones, and if there are any other concerns or problems that have to resolve prior to Session 4.
 - e) Resolve any questions or problems with regard to the prayer session.
 - Go over the chronology of the prayer session, including location and arrangement of persons to be prayed with.
 - Remind the team that praying over each individual should not take too long. Perhaps only about 10-15 minutes.
 - Let the team be aware of the overall length of time available for the prayer session. A good rule of thumb for the overall length of time for praying over is: number of participants in biggest group x 10 or 15 minutes. However, try to keep the overall praying-over time to not more than one hour. No one group should take so long that they keep everyone else waiting.
 - Remind the team that when they finish praying over their participants to continue private prayer or to join in the singing until everyone has been prayed with. Refrain from talking, gossiping, etc. All other brethren present should maintain a solemn and prayerful atmosphere throughout the prayer session.
 - e) Tell the team we will start vocal prayer (simultaneous praising, etc.). The team members should support the team leader by participating actively. Praise joyfully and with vigor!
 - c) Close with a short prayer.
1. Prior to the Session 4 main talk:
 - a) Welcome participants.
 - b) Briefly recap what transpired in Sessions 1 and 2.. Give a brief preview of Session 3 and 4, particularly the one-to-ones and Baptism session.
 - c) Give mini talk on vocal prayer (see Annex D).
 - * This may be given by the speaker (unless the speaker is a woman). If so, make sure he is informed beforehand.
 - d) Full charismatic prayer.

SESSION 4

- 1.. Prayer session after the main talk (Session 4)
 - a) Explain procedure.
 - b) Prayer of commitment to Christ.
 - * The participants should answer “YES” to the first 3 questions.
 - * Then they read the prayer together (or repeat after the leader if they have no copies on hand).
 - c) Start of continuous singing of worship songs.
 - d) Discussion group leaders call their people one by one and pray over them.
 - e) When everyone has been prayed with, teach them about singing in tongues. Then have a short worship time.
 - * Sing a song of praise (a lively one)
 - * Simultaneous praising
 - * Sing a song of worship
 - * Sing in tongues
 - * Prayer of the leader
 - f) Turn over to speaker for “Closing Exhortation.”

4. Team meeting after the session:
 - a) Go over the results of the prayer session. Let everyone share on what happened.
 - b) Tell the team to follow up on those who were not “touched” by the prayer session or who had negative impressions. They should explain, reassure and exhort.
 - c) End with prayer.

H. SESSION No. 5

1. Team meeting prior to session:
 - a) Resolve any questions or problems with regard to the Team Manual in relation to the talk and the session’s goals.
 - b) Remind the team to actively participate in the opening charismatic prayer.
 - c) Go over the chronology of the Dedication Ceremony.
 - d) Arrange the music ministry's role and the songs to be sung.
 - e) It is possible to solicit sharing at this time from the participants.
 - f) Tell the discussion leaders to encourage their members to buy and subscribe to our published pastoral materials and the website and social media accounts.
 - g) Set the fellowship (entertainment night) on the next Saturday from today. Give details of venue, time, etc. Alternatively, the fellowship can be held after the Dedication Ceremony is done after Session 6 with the group presentations. Inform them to prepare group presentations.
 - h) Remind the discussion leaders to encourage the participants to continue after the CLS and try the households.
 - i) Close with a short prayer.
2. Within the week:
 - a) Prepare the “graduation kit” to be given to the new members, consisting of the following:
 - * Letter from MFC (See Annex E)
 - * Copy of Statement of Vision and Mission, Statement of Philosophy, the MFC covenant, and the Core Values, together with the IDs and stickers..
 - * Bible reading guide (one per person)
 - b) Work out the household groupings in consultation with the supervising Unit Servant and/or the Chapter Servant.

SESSION 6

1. After the talk:
 - a) Hand out the graduation kits. Encourage the participants to study the papers in order to know MFC better.
 - b) Encourage the participants to continue by trying the households, to get a feel of life in community.
 - c) Excite them with what is to come. Briefly mention the next formation track, the Covenant Recollection. If there are any major community events in the next one or two months, you can mention these as well.
 - d) Announce the household groupings and their respective household servants.
 - e) Household servants should meet with their group members during the snack time and agree on the first household meeting. The household servants should offer their home as the venue for their first meeting.

2. Team meeting after the session:
 - a) Hear the report of each group. Go over the results of the whole CLS.
 - b) Check if participants agreed to attend households. Those who did not commit to attending the first household meeting should be followed up by their discussion group leaders.
 - c) Thank the team for their work.
 - d) End with a short prayer.

J. AFTER THE CLS

1. Settle all cash advances made by or to the various individuals involved.
2. Make sure the team servant has made arrangements for the proper disposition of all MFC property, like chairs, sound systems, papers, songbooks, etc.
3. Pass on all relevant comments, suggestions and feedback to the Chapter Servant.
4. Submit a financial report in writing to the MFC office, including the info sheets and household groupings.
5. NOTE: The participants move on to households, then the Covenant Recollection, and only after that will they be asked to commit to the covenant of MFC..

**MISSIONARY FAMILIES OF CHRIST
CHRISTIAN LIFE SEMINAR
INFORMATION SHEET**

H U S B A N D

Date: _____

(FAMILY NAME) (FIRST NAME) (MIDDLE NAME) (NICKNAME)

Address: _____
Res. Tel. No. _____ Date of Birth _____ Place _____
Educational Attainment _____ Occupation/Position _____
Employer _____
Office Address _____
Line of Business _____ Office Tel. No. _____
Email Address: _____ Celphone No. _____
Languages/dialects spoken _____

W I F E

(MAIDEN FAMILY NAME) (FIRST NAME) (MOTHER'S SURNAME) (NICKNAME) Date
of Birth _____ Place of Birth _____
Educ. Attainment _____ Occupation/Position _____
Employer & Address _____
Line of Business _____ Off.Tel. No. _____
Email Address: _____ Celphone No. _____
Languages/dialects spoken _____

Wedding Anniversary _____

<u>Names of Children</u>	<u>Age</u>
_____	_____
_____	_____
_____	_____
_____	_____

Denomination if not Catholic

How did you come to know about MFC?

ANNEX B
GUIDELINES FOR SPEAKERS

1. Be faithful to the talk outline!
 - * The expanded outline is the talk itself. You just need to flesh it out.
 - * Avoid the temptation of putting a lot of other material into the talk, no matter how interesting or seemingly helpful. This might just obscure the basic message of the talk, or overlap with the other talks.

2. Before putting your talk together, read the outline at least twice, understand what is being said, be comfortable with the flow of ideas in the talk, and try to internalize the message. Then pray and ask the Holy Spirit for guidance and enlightenment. Only after this should you try to put the talk together.
 - * If there is anything unclear to you, or something with which you are uncomfortable, or you are unable to go with the flow of the talk, refer the same to a leader for guidance.

3. Some tips for giving a good talk:
 - * Be conversational in tone.
 - * Use normal language, avoiding pious phrases, King James English (thee's and thou's), and churchy jargon (ministry, edified, saved, etc.)
 - * Make simple, not complex, points. Make them clearly stated, not hinted. Say what you are saying.
 - * Don't moralize or preach. Don't talk down to your listeners.
 - * Avoid arguments, controversies, criticism of others.
 - * Base the talk on the Bible. Quote the Scriptures.
 - * Use examples and stories from your own experience.

4. Keep the talk disciplined to the goals of the session.

5. Your talk should be for a duration of about 45 minutes. In any case, it should not be less than 30 minutes nor more than one hour.

INDIVIDUAL PRAYERS OF THANKSGIVING AND PETITION

1. Here in MFC we are learning a new way of praying. We pray not just the usual memorized prayers (Our Father, Hail Mary, etc.) but start to pray spontaneously. In a communal setting, we pray individual prayers of thanksgiving and petition, but on behalf of the whole body.
2. How do we do these prayers?
 - * These are short one- or two-sentence prayers (or sometimes a little longer) said by an individual in an audible voice, so that others can hear.
 - We thank God for blessings (e.g., thank you for the gift of life; thank you for providing for the needs of our family; etc.)
 - We present to him our petitions (e.g., please bless our marriage and family life; please continue to provide for our needs; etc.).
 - * Immediately after every individual's prayer, the rest of the body signify their assent to the prayer by all together spontaneously saying words or phrases like "Amen," "Yes, Lord," "We thank you, Lord," "Hear us, Lord," etc. By saying these, we make the prayer our own, and the individual prayer becomes a communal one.
3. How do we proceed?
 - * After we sing our first song, we will first do some individual prayers of thanksgiving. I invite you to participate.
 - * Then we will sing another song, after which we will do our individual prayers of petition. Again, please feel free to lift up your own petitions.

Note to Team Leader:

1. This is meant to introduce the CLS participants to spontaneous prayer.
 - * Since many may not be familiar with this type of praying, then it is OK if they do not participate as yet. It is enough that they hear the team members praying in this way, thus beginning to learn how to do it.
 - * Remind the team to say simple rather than long or lofty prayers. The latter would just intimidate the uninitiated and make it more difficult for them to participate.
 - * Avoid periods of silence. These make the uninitiated uncomfortable. If no one is saying a prayer, you say a prayer and move on.
2. The individual prayers of thanksgiving and petition, excluding the songs, should not take very long, not longer than 5 to 10 minutes.
 - * If many are already participating, do not wait until everyone has said his/her prayer before moving on. After about 5 or so individual prayers of thanksgiving, and the same for petitions, move on.
3. It is preferable that the assent to prayers should be in spontaneous phrases as stated above, rather than in structured chorus such as "Yes Lord, we praise and thank you," or "Yes Lord, hear our prayer." This enhances the spontaneity rather than promoting a variation of structured prayer.

4. Continue to exhort the participants in the succeeding sessions. Encourage them to say individual prayers and also to audibly signify their assent to the prayers of others.

MINI TALK FOR VOCAL PRAYER

- A. Today I want to teach you all another way of praying than we are used to. Typically, most Christians today are only used to quieter ways of praying, e.g., silence or just one person praying out. Singing is one exception to the quieter approach most people take.
- B. But the Bible shows other ways that are more varied, expressive and demonstrative for prayer and worship.
1. We can learn from how the Israelites, God's chosen people, praised God.
 - a) Psalm 95:1-2. Singing and crying out.
 - b) Psalm 81:2-4. Singing, shouting and playing instruments.
 - c) Psalm 150:3-6. Playing instruments and making a loud noise.
 2. In these passages, the Lord is being acclaimed like a king with shouts, songs, instruments and dancing. When a king entered his throne room or appeared before an assembly of his people, all would stand and acclaim him with shouts and songs to express their love and loyalty, like "Long live the king."
 3. This is a good way to worship the Lord.
 4. The angels and saints in heaven worship God in the same way (Rev 19:1,4-6).
- C. A key element of this type of prayer is simultaneous praising. This is when people praise God in a loud voice and all at the same time.
1. We praise God by acclaiming who He is (samples in Annex D of CLS Team Manual) and what He has done for us (our many blessings).
 2. This type of prayer can help us enter into the throne room of God, where we can truly feel His presence in our midst.
 3. This type of prayer also allows us to worship actively as a community, in a way that he is enjoyable, inspiring and faith-building.
- D. We are going to do some vocal prayer in a short while.
1. At first it may seem strange or chaotic. But it is neither. Or to others, it might be a turnoff. Please just be open to it. It's new and will take some getting used to. After a few times doing it, it will feel much more natural and you will be able to see its benefits.
 2. First we will sing a song of praise. Then we will go right into worshipping the Lord in this way. Then we can have sentence prayers of thanksgiving or petition, like we have been doing up to this point.

3. Remember: we are coming before the great King of the universe, our King who loves us and who sent His son to die for us and rise from the dead. Let us acclaim our King and worship Him!

NOTE : More resource material in Annex C of the Team Manual.

LETTER FOR CLS GRADUATES

Dear brother/sister in Christ,

Congratulations on finishing the Christian Life Seminar.

As we have said, this is not the end, but just the beginning. We encourage you to continue to explore what the Lord has for you, so that the work of transformation in Christ will continue in your life.

You can know more about Missionary Families of Christ (MFC) by reading the attached materials:

- Statement of Vision and Mission
- Statement of Philosophy
- Core Values

In addition we have provided you with a copy of the Covenant of MFC. This is what regular members of the community commit to. For you, we have invited you to just try the next step in God's plan for you, which is to join a household. Later, if you so desire, you can also make this covenant.

What can you expect from MFC?

You have been placed in a household, together with other CLS graduates. This household functions as the basic support environment for our Christian life. Here you can learn to worship God, receive practical wisdom on aspects of the Christian life, receive support for overcoming obstacles to growth, develop intimate friendships with other Christians, and generally be cared for by the body.

A household servant has been appointed for your group. He/she is there to serve you. He/she is responsible for all the activities of the household and for the good order of meetings. He/she acts as an older brother/sister to the group. He/she is there to help you experience the life and culture of MFC.

Further, in the next few months, there will be prayer assemblies, recollections, teachings, forums and other activities to give more input on the Christian life and to round out your total life in the Lord.

What does MFC ask of you?

First of all, we strongly encourage you to experience the household meetings and other activities of the community. Our whole life in MFC is based on being built up as God's people, with unity of vision and mission in the world. This happens as we come together regularly to pray, study and fellowship with one another. We assure you it will be a wonderful experience.

Second is a spirit of openness.

- To God's action in your life.
- To your brothers and sisters who are there to support and encourage you.
- To your household leader, who has been tasked with the responsibility of caring for you.
- To a new way of Christian living.

Third is an attitude of humility. We recognize our sinfulness in the light of God's holiness. We admit that we need God's help, and the help of other committed Christians, if we are to grow in this new life in Christ.

How about difficulties?

If you have any concerns or difficulties, please be open and bring these up to your household leader. He/she will try to address your concern.

When problems and difficulties come, these are precisely the times when you would need the support of your brothers and sisters in the Lord. Do not hold back. Do not put up a facade. Do not absent yourselves from your meetings.

Again, congratulations and welcome!

You can look forward to fulfillment in your quest for God and in your desire to build up a strong Christian family. As you are faithful to God, then God will be faithful to you. As you are generous with your time and resources, God will be generous to you.

Make the most out of your relationships with your new brothers and sisters in Christ. You are after the same things. You are there to encourage and support each other. And you can expect to experience joy in these relationships. With the psalmist, you will be able to say: "Behold, how good it is, and how pleasant, where brethren dwell as one!" (Psalm 133:1)

Finally, know that the Lord has indeed called you to a new life, one of holiness and walking in His ways. There is still much that the Lord needs to work on in your life, but as you open yourself to Him and humbly submit your life to His lordship, then you can be assured "that he who has begun the good work in you will carry it through to completion, right up to the day of Christ Jesus" (Phil 1:6).

God bless you.

Your brethren in Christ,

MISSIONARY FAMILIES OF CHRIST