



How To Lead Digital Training

Script

WHY IS TRAINING IMPORTANT? - Training leaders in recent years has become increasingly more challenging. Methods are changing but principles remain the same.

There are two very important parts to training. The first is information. The leaders in your church constantly need relevant information. Sometimes it is information they've never heard and sometimes it is a reminder of information they knew but have forgotten or not applied it to their ministry role. The second part of training is application. Your leaders need an opportunity to process (understand) and make application to their personal ministry role. Digital training provides the opportunity for both.

We provide the content; you lead your leaders to process that information and make application to their unique role in your church.

Leading a small group is an important role in the life of the local church. Training is needed and necessary for leaders to be their best. What we do is important. The question is, what will you do as a result of this training video? Plan now to watch then have a conversation with your Pastor and/or some of your leaders to strategically determine how to use this tool to help your leaders be the best leaders they can be for the glory of God.

Step 1 – Preparation

WHO – Who is deciding what content to show and who will facilitate the discussion with other leaders to process the information learned in the video and make application to their personal ministry role? Most likely that's you!

WHAT – What audience will benefit most from this video? Will it be preschool and children's leaders? Youth leaders? Adult Leaders? Pastors, staff, or key ministry leaders? Or, all of the above? And, which content will you be watching? There are many training videos to choose from; choose the topic that best fits your leaders, your church, and your context.

WHERE – Where will this video be shown? Do you have the equipment for viewing the training video? Have you set up your venue so that people can dialogue in small groups? Will you serve food?

WHEN – When will you schedule this training? Is it on the church calendar? Will there be other age groups doing training at the same time? Or, will you all be watching the training together?

NEXT STEP – Once those decisions are made, you will need to download and review the facilitator's guide and the listening guide. Watch the video before the training so you know what will be shared. Send out invitations to leaders to join you at the location, date, and time that you have chosen. Be sure to secure the video equipment you will use, preview the training on site to make sure it works, make copies of the listening guide and prepare the room.

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Step 2 – Introduce the Training Topic

At the date, time, and location you have chosen, introduce the topic that you will be viewing. Keep it brief. Attempt to answer the question: Why are we here and what should I expect to learn and apply today? Lastly, ask the question, what will you take away from our time together? What will be their next steps? Help them to discover, process and put together a plan to apply what they have learned from this experience.

Step 3 – Watch Content Together

Be sure you have previewed the video so you are prepared to lead the discussion. Before the video starts, distribute the listening guide to each participant and make sure they have a pen or pencil. Encourage them to take additional notes, including questions they may have for later discussion. You may decide to stop the video at certain points to ask questions or discuss specific information. Regardless of what the facilitators' guide says, you know what is best for the people that you are leading.

Step 4 – Debrief

Ask questions like: What did you hear? What spoke to you about your current leadership role? What do others think they heard and how does that impact your thinking? Which questions require clarity? Has what you heard changed your mind about what you thought you were supposed to do or what you are currently doing? What is your takeaway from this video and discussion time?

NOTE: Don't feel like you have to know all the answers to all the questions. If you don't know or are unsure of the answer, pitch it back to the group for their observations and input.

Step 5 – Personal Application

Personalize the questions : What is one thing you will do differently based on what you have learned? What is one thing you will stop doing? How can you as the leader of your small group engage others in your group to achieve your new objectives or goals?

Step 6 – Brief Evaluation

At the end of the discussion time, ask some questions to further prepare for the next digital training session. These might include other topics of interest, additional subjects for training, and how to improve joint training time?

Step 7 – Follow Up

Plan time to follow up with some of your leaders to learn how things are going in establishing new habits, methods, or objectives. (Remember, old habits don't easily die and new habits take time to establish). If you have any questions regarding digital training, additional topics to recommend, or where to find more resources, please contact us at LouisianaBaptists.org. We are here for you.