

# Table of Contents

## **Introduction .....iv**

How to use Foundations of Leadership

## **Session 1 – Defining a Leader: Understanding what leadership is and isn’t..... 1**

Objective: The group will begin to work together as a team to define the importance of leadership.

## **Session 2 – Who Leaders Are: Developing the heart and character of a leader ..... 13**

Objective: Students will be able to identify three vital characteristics of a leader (commitment, integrity and humility).

## **Session 3 – What Leaders Need: Discovering what a leader needs to achieve success..... 25**

Objective: Students will understand how “mission” and their relationship with their followers relate to leadership. They will also take a personality style assessment to discover how their personality affects how they operate as a leader.

## **Session 4 – What Leaders Do: Carrying out the essential tasks of a leader ..... 43**

Objective: The students will deepen their leadership skills by communicating effectively, navigating obstacles and by being champions.

## **Appendix ..... 59**

- » Joseph Devotional – Who Leaders Are
- » David Devotional – What Leaders Need



# Introduction

## Your Opportunity to Impact

**Leadership changes everything.** It can change the destinies of individuals and entire countries. It can make or break campaigns and projects. It changes outcomes. It changes hearts. It changes minds. It changes attitudes.

If leadership changes everything, and LeaderTreks believes that it does, we must wield the power of leadership wisely. With training and practice, leadership can be a youth pastor's most effective tool. To that end we have created the Foundations of Leadership Facilitator's Guide – an all-inclusive tool to optimize the effectiveness of leadership development in almost any youth ministry setting. We designed this leadership training tool to teach students principles of leadership that they can begin to incorporate and apply in their lives immediately.

If your goal is to take advantage of an opportunity to equip and empower future leaders of the Kingdom, you have the right resource in hand. We know you don't take this responsibility lightly, but rather fully invest yourself in the development of student leaders. LeaderTreks wants to see that investment pay off for years to come, which is why we developed this training tool with you in mind.

As you embark on this adventure, remember this truth: Leadership changes everything. By helping your team understand the power that they have as leaders, you will release their potential for changing the lives of others.

## How to use Foundations of Leadership

The Foundations of Leadership Facilitator's Guide provides all the resources you need to lay a strong foundation of leadership for your students. This curriculum will lead your team through a hands-on experience that will teach them the basics of being a leader. LeaderTreks has discovered that by engaging students in the process of learning they are better able to apply learning to their lives.

The power of the Foundations of Leadership experience is not limited to what you as a facilitator communicate to your audience. The real strength will be in helping your team interact with the material presented. With that in mind, we have provided many resources to make this experience as interactive as possible, including creative team building initiatives and illustrations that reinforce the points being discussed. Using all of these resources will transform theoretical leadership ideas and make them practical applications in students' lives.

## How are the sessions organized?

We use the following structure in each session to engage students from start to finish:


- » Introduction – Summarizes the goals of the session
- » Going Public – An intriguing question to kick off your study that requires students to “go public” about their own personal experience with a certain truth
- » Getting Focused – Probing the topic
- » Growing Deeper – Scriptural study
- » Growing Together – Team-building initiative
- » Going Forward – Applying the principle to life
- » Summary – Recap of the session

## How is the Facilitator's Guide organized?

Special features of the Facilitator's Guide:

- » Objective for each of the four sessions – To help you clarify your goals as you prepare to communicate the objective to your students.
- » List of things you will need for each session – To ensure you have everything you need before you start the session.
- » Teaching outline for each session – To give you a snapshot of the entire session upfront, including optional video suggestions
- » Samples of downloadable student pages – To show you exactly what your students see regarding their notes and fill-in-the-blank sections. Being familiar with the student pages will help you answer questions and facilitate the experience for your team.



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- » Facilitator notes sprinkled throughout – To provide tips and insights, including background information and activity suggestions.
  - » Team-building initiatives in each session – To build teamwork among your students, while reinforcing a particular leadership principle. We've provided instructions on how to set up and lead your team through the initiative, as well as debriefing questions to help your team apply the content in a vital way.

## **What sessions are included in Foundations of Leadership?**

4 Sessions, 1.5 to 2 hours in length

### **Session 1 - Defining a Leader: Understanding what leadership is and isn't**

- » The group will begin to work together as a team to define the importance of leadership.

### **Session 2 - Who Leaders Are: Developing the heart and character of a leader**

- » Students will be able to identify three vital characteristics of a leader (commitment, integrity and humility).

### **Session 3 - What Leaders Need: Discovering what a leader needs to achieve success**

- » Students will understand how "mission" and their relationship with their followers relate to leadership. They will also take a personality style assessment to discover how their personality affects how they operate as a leader.

### **Session 4 - What Leaders Do: Carrying out the essential tasks of a leader**

- » The students will deepen their leadership skills by communicating effectively, navigating obstacles and by being champions.

## Using Foundations of Leadership in Various Settings

The ideal setting for Foundations of Leadership is a weekend retreat. However, these sessions may be arranged however you choose, based on your schedule, goals and objectives for your group. You may decide to use them in a retreat setting, spreading out the sessions over a weekend. If so, there is a sample schedule included on p. ix. Or you may choose to extend the sessions over a period of time, creating a special leadership emphasis in your ministry that includes service and outreach projects. We have created Foundations of Leadership as a very flexible tool to suit a variety of needs in a variety of settings.

## Downloadable Student Pages

As a companion to this Facilitator's Guide, we've provided downloadable student pages for each of the four sessions and the two devotionals. A CD containing these documents is located on the inside back cover of this book.

The CD contains downloadable student pages for:

- » Session 1 – Defining a Leader: Understanding what leadership is and isn't
- » Session 2 – Who Leaders Are: Developing the heart and character of a leader
- » Session 3 – What Leaders Need: Discovering what a leader needs to achieve success
- » Session 4 – What Leaders Do: Carrying out the essential tasks of a leader
- » Devotional – Who Leaders Are: Joseph
- » Devotional – What Leaders Need: David

You may print or reproduce enough copies of these six documents for students and adults who are participating in the Foundations of Leadership training. This permission to reproduce is limited to that purpose only. For permission to use the downloadable pages in any other way, please contact LeaderTreks.





# Checklist for a Successful Session

Before you teach through each session, ask yourself:

Have I:

- Reviewed the material sufficiently so that I can teach it confidently?
- Reflected on what God is teaching me personally in this area?
- Prayed for God's wisdom regarding what I will teach and asked Him for insight into my students' lives?
- Identified my group's leadership strengths and areas still needing to be addressed?
- Anticipated any new developments or outcomes that might occur as a result of this lesson?

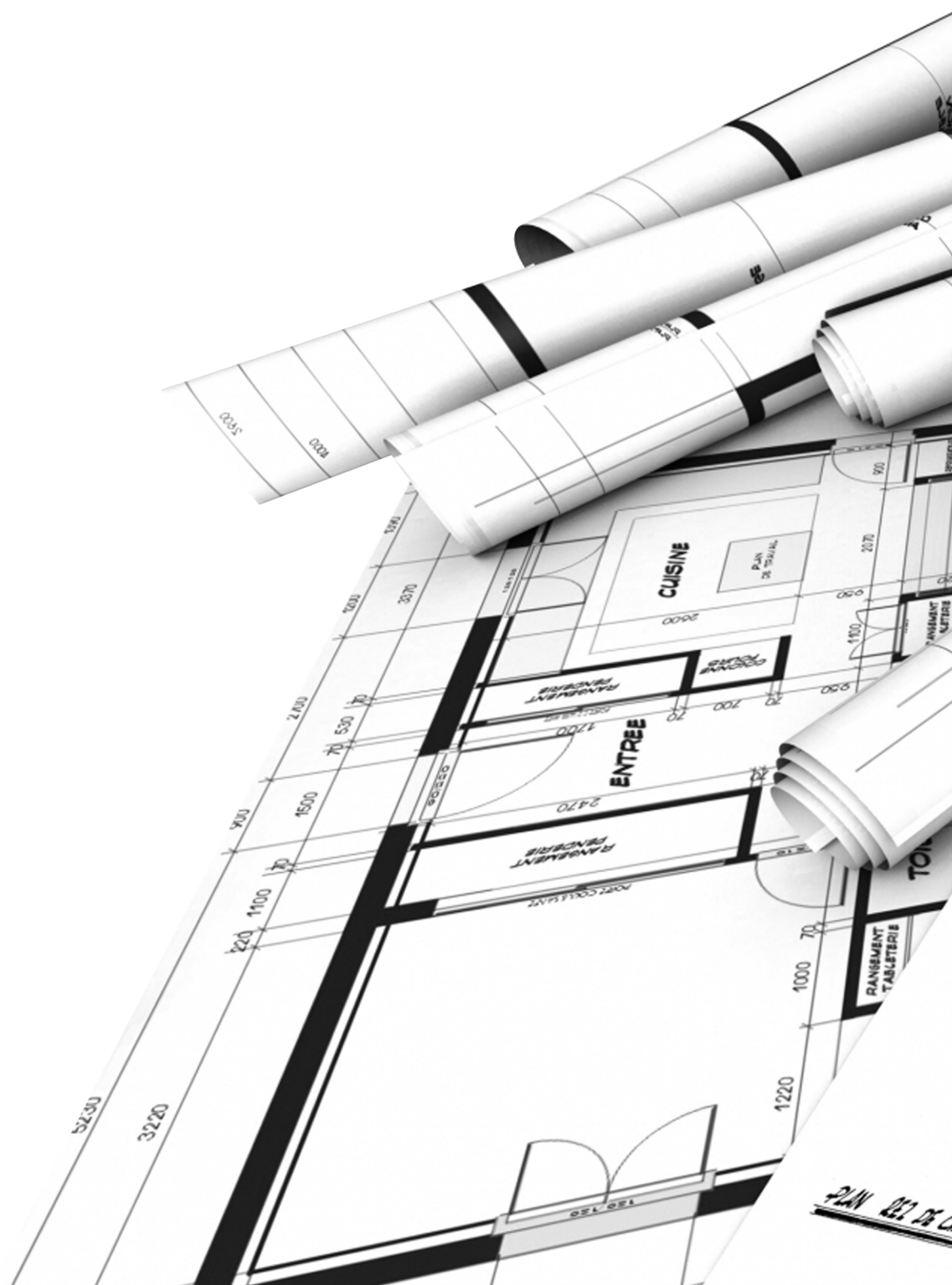
Am I:

- Enthusiastic about what I am about to teach?
- Committed to being as open and honest as I want/expect my students to be?
- Ready to challenge my students out of their comfort zones to reach the next level?
- Clear about where I want to lead the group and how this session will help us get there?

Are my students:

- Learning what I want them to learn? Are they getting it?
- In the best setting/environment to learn? (Is the room set up? Is it adequate? Do they have the resources they need – pens, paper, etc.?)
- Growing in the areas of unity and trust regarding the team?
- Confused about anything from a prior session that I need to address?
- Excited about becoming all that God wants them to be?





# Foundations of Leadership

## *Session 1* Defining a Leader

Understanding what leadership is and isn't





## Session 1

# Defining a Leader

## Understanding what leadership is and isn't

### Objective:

Your group will begin to work together as a team to define the importance of leadership.

### You will need:

- » Downloadable student pages
- » Large piece of paper and markers
- » Items for the team initiative (see below)

### Teaching Outline:

- » Introduction
- » Going Public question
- » Getting Focused teaching session
  - Three Truths of Leadership
    1. Leadership can be learned
    2. Everyone can benefit from learning about leadership
    3. Leadership changes everything
  - Leadership Definitions
- » Going Deeper Bible study
  - 1 Samuel 16:1-13
- » Growing Together
  - Team-Building Initiative: Magic Shoes
- » Going Forward application
- » Summary

## Introduction

You will want to communicate three ideas about leadership upfront in this initial session. These three beliefs form the core of what LeaderTreks teaches about leaders:

- » Leadership can be learned.
- » Everyone can benefit from learning about leadership.
- » Leadership changes everything.

## In this session, students will:

- » Discuss core beliefs about leadership.
- » Brainstorm "Why leadership is important?"
- » Study David as an example of leadership potential.
- » Participate in a Team-Building Initiative: Magic Shoes.

## Going Public

Do you think of yourself as a leader? Why or why not?

## Getting Focused

*To introduce this session, say something like:*

*To lay a foundation for leadership, we must be on the same page in terms of our beliefs concerning leadership. Believing and understanding the following three truths about leadership are foundational for growth as leaders.*

## Three Truths of Leadership

### 1. Leadership can be learned.

Ask:

- » *Do you think leaders are born or made?*

*Say something like:*

*One of the core beliefs about effective leadership is this: Leadership can be learned. Leadership is not something that you are just born with, but it is a set of skills that can be learned. It is not a personality*

Honesty attracts students. Challenge students to get as honest and real as possible about their answers. Challenge students to "go public" with their fears and beliefs as they relay their own personal experiences.



*trait. Leadership can be exercised by anyone at anytime when the proper principles are applied.*

*Many students are under the false assumption that leaders are born, not made. In fact, a major study (by George Barna) once found that while 85% of business leaders believe that leadership can be learned, 85% of students believe that you are born a leader.*

**Ask:**

- » *Why is leadership important?*
- » *Why are leaders important?*

Allow them to brainstorm this idea while one student records on the board for all to see. Have students write some notes on their student pages in the blanks.

**Possible Answers:**

- » It changes the status quo
- » It causes change
- » People want something to live for
- » We would be disorganized otherwise

## **2. Everyone can benefit from learning about leadership.**

*Say something like:*

*A second core belief about effective leadership is this: Everyone can benefit from learning about leadership. However, students who write themselves off as a leader will not see the value in learning about leadership. Even if you do not aspire to a prominent leadership role, the study of leadership will make you a better person. It will help you identify areas of your life that need improvement and motivate you to make those changes. Often when people start to explore the area of leadership they discover certain abilities that are unique to them. Leadership is about self-discovery.*

Ask:

- » *What are some misconceptions about leadership?*

Possible Answers:

- » Leadership is easy
- » Leaders don't have to work
- » Leadership is just delegating
- » Leaders are born, not made
- » Leadership is a position

Read Jeremiah 1:5-8.

Ask:

- » *What does this passage teach you about how leadership can be learned?*

### **3. Leadership changes everything.**

*Say something like:*

*The third and final core belief about leadership is this: Leadership changes everything. Great leadership is always the driving force behind great change. Think back over the course of the major events that have shaped our world. People looked to leaders who stood tall in the midst of uncertainty and changed the hearts of those around them. Leaders have a profound effect on their environment.*

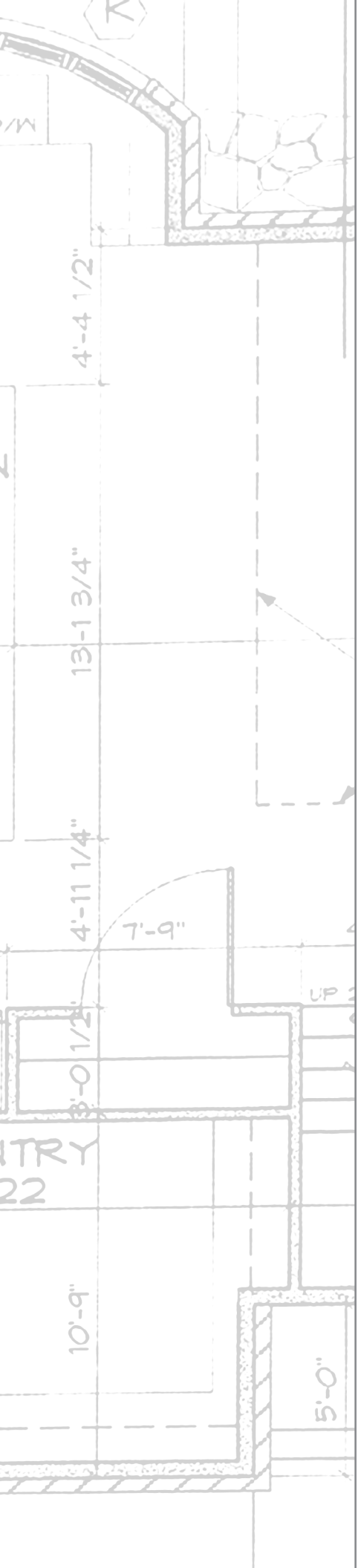
Ask:

- » *Are there things in life you would like to change?*

*Transition to the next point by saying something like:*

*Now that we are on the same page regarding beliefs about leadership, let's discuss some definitions of leadership. Leadership has many different definitions and many people have tried to define this weighty word. Let's look at how other people have tried to define leadership.*





Have the students do the following:

1. Read the leadership definitions on their student pages.
2. Underline or circle the main point the author is communicating.
3. Share with each other the main point from each definition, and record their insights on a large piece of paper or whiteboard. This list will form the foundation of their personal definition of leadership.
4. Write their personal definition of leadership.

### Leadership definitions included in the student pages:

The only definition of a leader is someone who has followers. (*Peter Drucker, CEO Drucker Leadership Institute*)

In order to be a leader a man must have followers. And to have followers, a man must have their confidence. Hence the supreme quality for a leader is unquestionably integrity. (*Dwight D. Eisenhower, Former U.S. President*)

Leadership is influence - nothing more, nothing less. (*John Maxwell, Author and Speaker*)

Leadership is a function of knowing yourself, having a vision that is well communicated, building trust among colleagues, and taking effective action to realize your own leadership potential. (*Warren Bennis, Professor of Leadership Antioch University*)

A leader is a man who has the ability to get people to do what they don't want to do and like it. (*Harry S. Truman, Former U.S. President*)

Leadership is organizing, inspiring, and driving a group to achieve results beyond their expectations. (*Michael Dell, Founder Dell, Inc.*)

The very essence of leadership is that you have to have vision. You can't blow an uncertain trumpet. (*Theodore M. Hesburgh, President Emeritus University of Notre Dame*)

Trust is the essence of leadership. (*Colin Powell, Former U.S. Secretary of State*)

The growth and development of people is the highest calling of leadership. (*Harvey S. Firestone, Founder Firestone Tires*)

## Going Deeper

*Transition to the next section by saying something like:*

*LeaderTreks believes: Ask:*

*What does this passage teach you about how leadership can be learned? the beginning of leadership is recognizing your potential.*

*Ask:*

» *What do you think of that statement?*

*God can see what others sometimes can't – a student's potential. God chose David to be king over Israel because he saw his potential even though he was only a young shepherd.*

*Read: 1 Samuel 16:1-13.*

*Ask:*

- » *What earthly characteristics was Samuel initially looking for in a king? (v.7)*
- » *What was God's response regarding all the other brothers?*
- » *What does God see that others do not? (v.7)*
- » *Would you have anointed a young shepherd boy to be king? Why or why not?*

*Say something like:*

*Leadership is simply recognizing and utilizing your potential to make a difference in a situation. In David's case, he did what no one else thought he could do as a young person – successfully lead a nation. Leadership changes everything, and it certainly changed David and the nation of Israel for the better.*



## Growing Together

### Team-Building Initiative: Magic Shoes

#### Lessons Taught:

- » Physical proximity
- » Problem Solving
- » Everyone is a champion

#### Short Description:

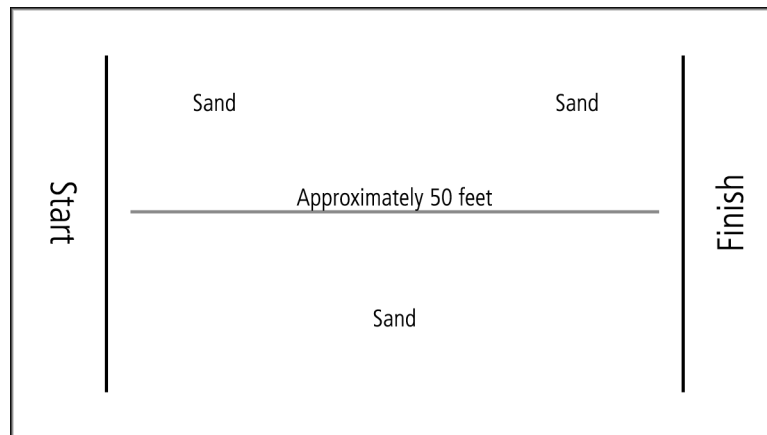
The team must move to the other side of hot sand to reach fresh water. Only one pair of magic shoes exists to help them reach the goal.

#### Equipment:

- » Start and finish lines (tape, etc.)

#### Set-up:

Designate a starting line and a finish line approximately 50 feet apart. On the other side of the finish line is the location of the water.



As the facilitator of this initiative you should set-up the initiative, sell the initiative, communicate the rules and let the team try to accomplish the task. If they hit a point where they are not achieving anything, stop the action and ask questions to get them thinking again and release them to the activity once more. When they have completed the task, take a moment to debrief their experience.

The key to completing "Magic Shoes" successfully is that the team must plan the entire "mission" before they start sending team members across the sand. The team will have to physically carry each other across the sand and must plan ahead to ensure no one is left behind. When you set this game up give them the rules but don't give them any clues on how to accomplish the goal.

## **Selling the Initiative:**

*Say something like:*

*Your team has been wandering through the desert for weeks. You are stranded at an oasis where the water has been completely used up. You can see an oasis across the way, but the sand is too hot to walk across. Unfortunately, the hot sand also melted all but one pair of shoes. These "magic shoes" have some special properties: they can only be worn once in one direction by each team member, they may not be thrown, they may not be separated and your whole team must get to fresh water. Discover your team's leadership potential as you solve this problem.*

## **Rules:**

- » The initiative begins when the entire team is behind the starting line.
- » The hot sand or lava is never-ending; the team cannot walk around to reach the oasis.
- » The "magic shoes" are not an actual pair of shoes - they are imaginary.
- » The team must declare who is "wearing" the magic shoes before they enter the desert.
- » Only one person can wear the magic shoes at a time.
- » Each person can only wear the magic shoes one time (one-way) to cross the desert.
- » If anyone touches the hot sand, the entire team must go back and start again behind the starting line.
- » The team successfully completes the initiative when the entire team crosses over the sand, using the magic shoes, with no sand touches.

## **Increase the Challenge:**

- » An odd number of team members increases the challenge.
- » Designate one or two people who cannot wear the shoes.
- » Silence a team member or two.

## **Debrief:**

- » *How did you go about solving the problem you faced?*
- » *Did everyone listen to all ideas?*
- » *What obstacles did you encounter?*
- » *How could you do this better if you did it again?*
- » *What did you learn about your leadership potential?*





Read Luke 14:28-30 about counting the cost.

**Ask:**

- » *What does this Scripture teach about preparedness?*
- » *How does it relate to what you accomplished?*

## Going Forward

Ask students to consider one situation at school, church or in their community where leadership could "change everything." Give students time to think of a specific need or concern (e.g. homelessness in their city).

Divide students into groups of 3-4. Using what they have learned in this lesson, challenge students to sketch out some ideas for using leadership in that one area to make a difference. After a few minutes, have each group choose a spokesperson who will share their ideas for effecting real change in their school, church or community.

**Ask:**

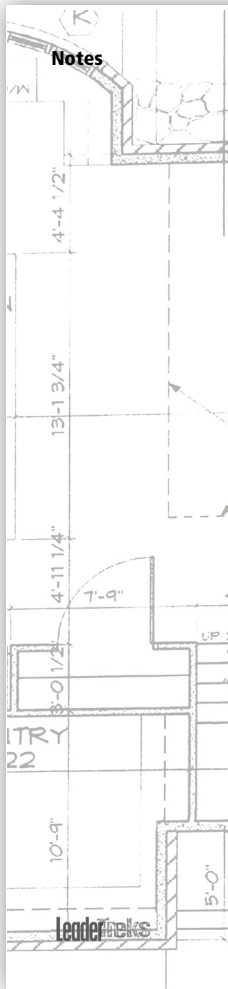
- » *What excites you about making a difference in this area?*
- » *Is it possible to make a difference? Why or why not?*

## Session Summary

- » Leadership can be learned.
- » Everyone can benefit from learning about leadership.
- » Leadership changes everything.

Make note of the different passions students display for their church, school and community for a possible future outreach/missions project.

## Student Pages:



**Notes**

**Session 1**  
**Defining a Leader**  
 Understanding what leadership is and isn't

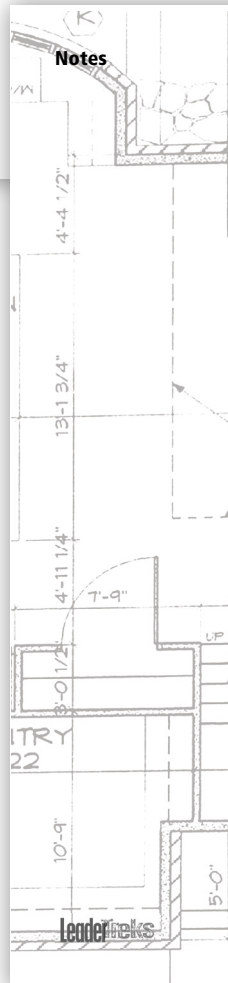
**Three Truths of Leadership:**

1. Leadership can be \_\_\_\_\_
2. Everyone can \_\_\_\_\_ from learning about leadership
3. Leadership \_\_\_\_\_

**Brainstorm: "Leadership is important because..."**

**Misconceptions about Leadership:**

**LeaderTeks**



**Notes**

**Definitions of Leadership:**

The only definition of a leader is someone who has followers.  
 - Peter Drucker, CEO Drucker Leadership Institute

In order to be a leader, a man must have followers. And to have followers, a man must have their confidence. Hence the supreme quality for a leader is unquestionably integrity.  
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Leadership is influence - nothing more, nothing less.  
 - John Maxwell, Author and Speaker

Leadership is a function of knowing yourself, having a vision that is well communicated, building trust among colleagues, and taking effective action to realize your own leadership potential.  
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A leader is a man who has the ability to get people to do what they don't want to do and like it.  
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Leadership is organizing, inspiring, and driving a group to achieve results beyond their expectations.  
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The very essence of leadership is that you have to have vision. You can't blow an uncertain trumpet.  
 - Theodore M. Hesburgh, President Emeritus University of Notre Dame

Trust is the essence of leadership.  
 - Colin Powell, Former U.S. Secretary of State

The growth and development of people is the highest calling of leadership.  
 Harvey S. Firestone, Founder Firestone Tires

**Personal Definition of Leadership:**

**LeaderTeks believes:**  
 The beginning of leadership is recognizing your potential.

**LeaderTeks**

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