



LEADERSHIP SKILLS

BOOK





LEADERSHIP SKILLS

BOOK



BOOK 12: LEADERSHIP SKILLS

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The GLC Program

Global Leadership Center (GLC) is CCF's very own discipleship resource to help you grow in your walk, start a group, and help others start their own group.

ENGAGE

Build relationships
and share Jesus with
others

EDIFY

Grow together in a
Discipleship Group

EQUIP

Start leading a
Discipleship Group

EMPOWER

Help others start their
own Discipleship
Group

A SIMPLE TRAINING ROADMAP
TO GUIDE YOU THROUGH THIS
JOURNEY OF FAITH IN CHRIST

GLC
LEVEL 1

GLC
LEVEL 2

GLC  LEAD



DISCIPLESHIP JOURNEY

engage

build relationships and
share Jesus with others



edify

grow together in a
Discipleship Group



Hey, Sis!
Do you want to
know more about
Jesus and the
Bible?



Dleader/
Dmember

Okay! When
can we meet?



Guest,
family
or friend

Bro! Are you
interested in
joining a Dgroup?



Dleader/
Dmember

Game!
Where do
I sign up?



Guest,
family
or friend

TOOLS FOR YOUR JOURNEY:

Best Decision Tract
Real Talk Booklet

TOOLS FOR YOUR JOURNEY:

Real Talk Booklet
True Life Retreat
GLC 1

equip

start leading a
Discipleship Group



**You're ready to
start leading your
own Dgroup, brother.**



Dleader

**Really? But,
how do I
start leading?**



Dmember

TOOL FOR YOUR JOURNEY:

GLC 2

empower

help others start their own
Discipleship Group



**Can you help
your Dmembers start
their own Dgroup?**



Dleader

Sure!



Dleader

TOOL FOR YOUR JOURNEY:

GLC 3

OUR TRAINING

GLC
LEVEL 2

GLC
LEVEL 1

ENTRY
OPEN TO ALL

► GLC LEVEL 1

Trainees at this level are taught basic Biblical truths and how to effectively share the Gospel **(Pray, Care, Share)**



MILESTONES



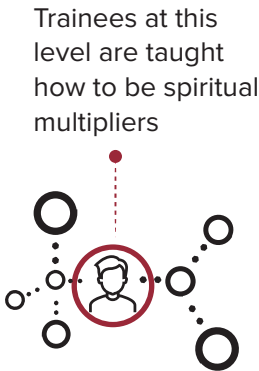
ENTRY
TRAINEES SHOULD BE DISCIPLING
AT LEAST THREE PEOPLE

▶ GLC 3 LEAD

ENTRY
TRAINEES SHOULD BE FOLLOWING
UP AT LEAST TWO PEOPLE

▶ GLC LEVEL 2

Trainees at this level
are taught the right
doctrines and how
to start discipling
through a DGroup



GLC LEVEL 1

OPEN TO ALL

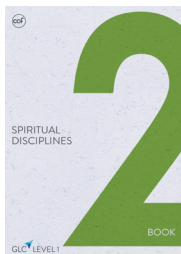
EXPLAINS THE GOSPEL, THE BASICS OF THE CHRISTIAN LIFE, AND CCF'S DNA.

EDIFY



ONE BY ONE

Explore how you can experience lasting change from the inside out through a personal encounter with Jesus Christ. Make a positive impact on the world around you as you discover and live out the truth and grace of the gospel.



SPIRITUAL DISCIPLINES

Learn about spiritual habits that, when practiced diligently will help you know Jesus more. Discover His will for your life through His Word, the Bible.



THE HOLY SPIRIT

Discover who the Holy Spirit is and the importance of the Spirit-filled life for every child of God. Understand the gifts and fruit of the Spirit and learn how to be more dependent on the Lord as you apply the truth about the Holy Spirit in your life.



CCF DNA

See the big picture of what Christ's Commission Fellowship is all about, discover our God-given mission, vision, and core values. Know how you are uniquely designed by God to take part in this lifetime of faith adventure of fulfilling God's Great Commission.

**OPEN TO ALL**

True Life, a two-day spiritual retreat, explores the meaning of a truly fulfilling life. Many seek happiness through worldly success, possessions, and relationships, yet these often leave a void.

The retreat emphasizes that it's faith in Jesus Christ alone that brings true life, one that's filled with joy, hope, and purpose. John 10:10, ("I have come that they may have life and have it to the full") highlights Jesus' promise of abundant life. Participants examine their hearts, share their stories, and discover the victorious life Christ makes available to all who believe in Him.

**OPEN TO ALL**

Coming to know Jesus as our Lord and Savior causes us to experience various changes in our lives, beginning with our hearts. Water Baptism is the outward expression, a symbol of what has taken place inside us when we accepted Jesus as Savior and Lord.

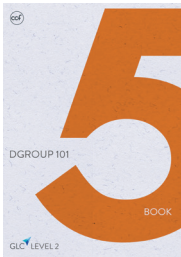
GLC LEVEL 1 COMPLETION REQUIREMENTS

1. Completed Books 1 to 4
2. Registered as a Dgroup Member
3. Attended / Commit to attend a True Life Retreat
4. Accomplished the LifeApp form (signed/attested by Dgroup Leader)

GLC LEVEL 2

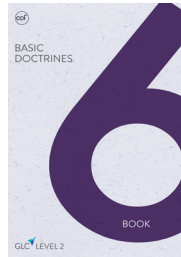
**OPEN TO ALL GLC LEVEL 1 FINISHERS
AND DGROUP LEADERS**

TRAINS YOU HOW TO START A DGROUP,
NURTURE YOUR FAMILY, AND KNOW THE BASIC
DOCTRINES OF OUR FAITH.



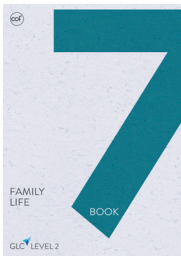
DGROUP 101

Learn about how we grow in a Dgroup that is faithful to Christ's design and is truly transformative.



BASIC DOCTRINES

Discover the foundational doctrines behind the Statement of Faith which we believe and profess.



FAMILY LIFE

Be a blessing to your family and lead them to Jesus as you become a Christ-like spouse, sibling, and child.



BIBLE SURVEY

This module presents an extensive chronological overview of the Bible from Genesis to Revelation.

GLC LEVEL 2 COMPLETION REQUIREMENTS

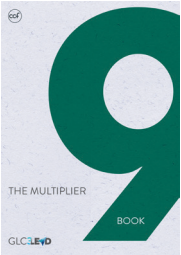
1. Completed all GLC LEVEL 1 requirements
2. Completed Books 5 to 8
3. A Dgroup leader with at least 2 members
4. Submitted GLC Level 2 LifeApp form

EMPOWER



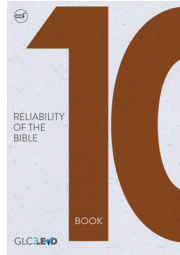
OPEN TO ALL DGROUP LEADERS WITH ACTIVE MEMBERS

TEACHES CCF DGROUP LEADERS HOW TO BETTER MENTOR, COACH, AND EMPOWER THEIR MEMBERS TO START THEIR OWN DGROUP.



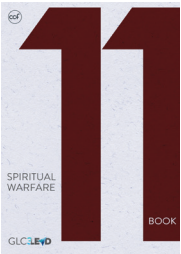
THE MULTIPLIER

Be equipped to lead with Christlike character and multiply leaders for God's glory.



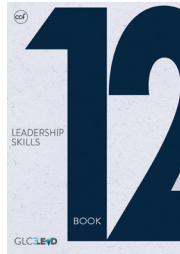
RELIABILITY OF THE BIBLE

Discover why the Bible is truly reliable and examine the historical accuracy of Scripture.



SPIRITUAL WARFARE

This module provides an overview of Biblical principles for winning in Spiritual Warfare.



LEADERSHIP SKILLS

Be equipped to lead others Biblically through mentoring, counseling, conflict resolution, and disciple-making relationships.

GLC3 LEAD COMPLETION REQUIREMENTS

1. Completed GLC LEVEL 1 and GLC LEVEL 2 requirements
2. Completed all sessions of books 9 to 12 (*or its equivalent*)
3. A Dgroup Leader with one timothy, discipling 2 members
4. Accomplished the LifeApp form (signed/attested by Dgroup leader)

WHAT'S A GLC LIFEAPP?



The end goal of discipleship is Christ likeness. The Christian life is not a “to-do” list; it is a moment-by-moment loving, relationship with our Heavenly Father. It is a life of faith and obedience as we follow Jesus through the discipleship path He has laid for us.

The GLC training curriculum aims for the life application of God’s Word. The Bible-based lessons are not merely for information, but for transformation. Hence, the GLC Life App is intended to ensure we apply what we learn.

**Download the
GLC LifeApp here:**

go.ccf.org.ph/LifeApp

GLC TRAINING PLATFORMS

GLC training is offered through different learning platforms so you can choose which one best suits your needs.



Make your “on-the-job” training experience more meaningful by joining face-to-face classes and interacting with GLC teachers and other trainees. Check out your local and international CCF satellites announcements and schedules.



Be part of a live online class and learn together in the comfort of your own home, office, or anywhere you are in the world. Check out your local and international CCF satellites announcements and schedules.



Learn together with your DGroup members as you meet for fellowship, accountability, and Bible study using GLC resources.



Can't Attend GLC F2F and Zoom Classes? Choose the GLC E-Learning Self-Paced program that is designed to fit your busy schedule. Start your discipleship journey to be equipped on your own time, at your own place, and at your own pace.



Welcome Wednesday is a weekly Bible study community designed for those who want to grow in their Discipleship Journey.

Whether you're just starting your walk with God, asking questions, or wanting to grow deeper, this is a safe and encouraging place for you.

Through our Biblical Foundation Series, you'll learn more about who God is, what it means to follow Him, and be plugged into a Dgroup.

Biblical Foundations First-Timers Bible Study Series

This series is well-suited for those who are taking baby steps in their walk with Christ, or those who are simply curious and have questions about the Christian faith. Discover life-transforming answers from God's Word about the forgiveness of sins, heaven and hell, and the best decision you can ever make in this life and for eternity.

Biblical Foundations Follow-Up Bible Study Series

Examine more closely what you know and believe about the nature of sin and its effects on us; the characteristics of genuine faith in Christ and why salvation is free for us, yet has a very high cost that we cannot even pay for.

Holy Spirit

Discover who the Holy Spirit is and the importance of the Spirit-filled life for every child of God.

Galatians

The Book of Galatians is as relevant to us today as it was to the first Christians and within its pages we find important Biblical truths for the defense of the true gospel.

Evangelifestyle

A very important part of our relationship with Jesus is to take part in His mission to reconcile people back to our Heavenly Father. Here you will learn how to pray, care and share the love of Christ to family, friends and even strangers as you go about your daily life.

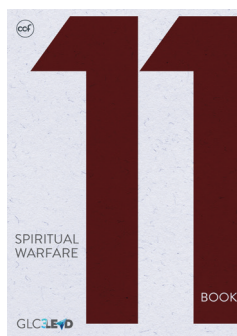
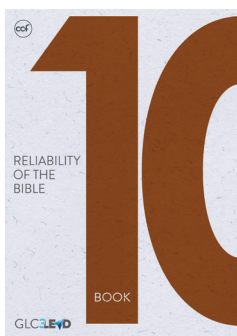
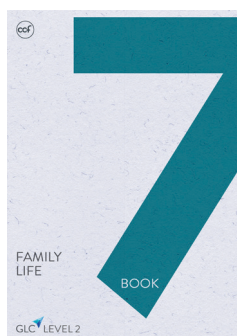
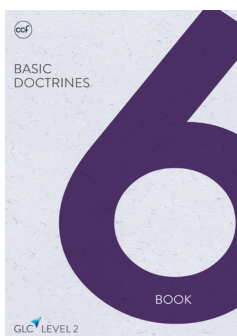
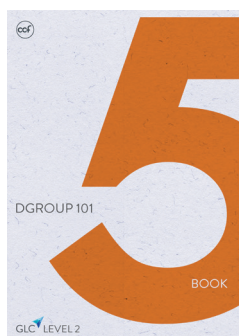
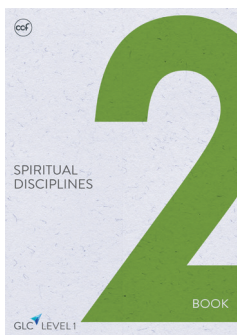
Spiritual Disciplines

Learn about spiritual habits that, when practiced diligently will help you know Jesus more. As you get to know Christ, you will also discover His will for your life through His Word, the Bible.

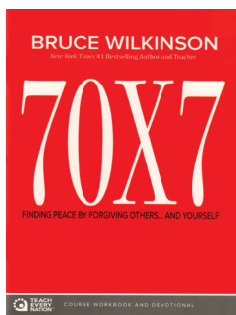
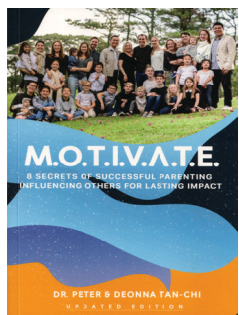
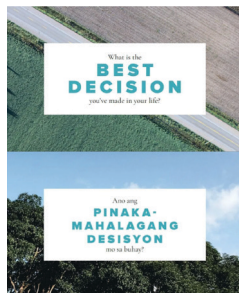
Membership (CCF DNA)

See the big picture of what CCF is all about, discover our God-given mission, vision, and core values. Know how you are uniquely designed take part in this lifetime of faith adventure of fulfilling Christ's Great Commission, and what it means to be a member of God's CCF family.

GLC TRAINING



MATERIALS



Want to get your own copy of the GLC Books?

You may send your request to **glc@ccf.org.ph**, and our team will gladly assist you with the details.

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INTRODUCTION

Following Christ calls us to lead with purpose and care, but leadership isn't always easy. **Book 12: Leadership Skills** helps us grow in the key areas that shape effective leaders, such as mentoring, coaching, and more.

We will learn that leadership is not about control or authority, but about serving others, guiding them well, and helping them grow. This book shows us how to build relationships, develop potential leaders, provide godly guidance, and navigate challenges with wisdom and grace.

Ultimately, this book points us toward creating greater impact and influence. As we practice these skills, we are empowered to lead with integrity, nurture others faithfully, and create communities where people thrive—reflecting Christ in every decision and interaction. As you apply these skills to your Timothies and Dgroup members, they, in turn, will learn to apply them to their own downlines.

HOW TO USE THIS WORKBOOK

This workbook is for the GLC Book 12: Leadership Skills study. If you are a Dgroup facilitator, please make sure that you do a personal Bible study using this workbook ahead of your Dgroup meeting.

Encourage your group members to have their own workbooks. You may download the PDF version for free at glc.ccf.org.ph. Do not divert from the teaching topic – stick to what is in the workbook.

The workbook includes the Bible lesson, and individual and Dgroup learning activities to help you get the most out of your meetings. There are four parts in every session: Welcome, Talk About It, Apply It and Pray It.

Welcome —

Contains individual and small group activities that help prepare you for the Bible study.

Talk About It —

This is where you go through the Bible lesson with the group. This is also where the members of the group get a chance to express more of their insights, questions, and thoughts about the Bible lesson. They can do it in writing, doodling or drawing, and sharing with the rest of the group.

Apply It —

This section is accomplished outside the group meeting time. There are suggested individual or group Life Apps that will hopefully help you experience life transformation as you apply God's truth in practical ways.

Pray It —

Suggested prayer points based on the lesson asking for the Lord's grace in applying what has been learned after the study.

This workbook is just a tool. We need to depend on the Holy Spirit to teach us God's truth and transform our hearts as we go through the Bible studies.

So, come and discover the One who will change your life!

SESSION ONE

MENTORING



Learning Objectives:

1. Understand the importance of mentoring as shown by Jesus and how it helps in a person's spiritual growth..
2. Identify important mentoring roles and principles that make relationships strong and meaningful.
3. Apply biblical mentoring principles by identifying practical ways to mentor and develop others.

Introduction:

Every spiritual leader needs people who will walk alongside them and mentors who will guide, challenge, and encourage them to grow. Jesus mentored His disciples personally, showing us that leadership development is relational, not just instructional. If we want to finish well and help others do the same, we need to embrace this mentoring model. Today, we'll discover why mentoring is essential, what it really looks like, and how we can begin investing in others the way Christ invested in His own followers.



WELCOME

A Mentor Who Made a Difference

Instructions:

1. Think of a person who helped you grow in your faith, leadership, or walk with Christ.
2. In your table groups, briefly share:
 - Who that person was.
 - One characteristic that made him or her a good mentor.
 - One lesson you learned from that person.

Learning Nugget

Many of us are where we are today because someone took the time to guide, encourage, challenge, and invest in us. Good mentors do more than teach lessons—they build relationships, model Christlike character, and help others grow through encouragement, accountability, and practical support. Just as others have invested in us, God may be calling us to invest in the lives of others as well. In today's session, we will learn how Jesus mentored His disciples and how we can follow His example in mentoring others.

DEVELOPING AS A MENTOR

TALK ABOUT IT

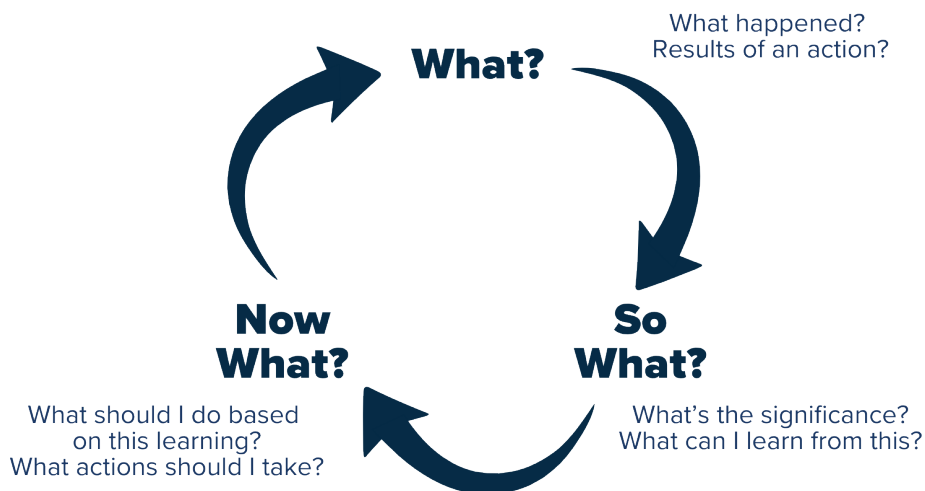
I. Understanding Mentoring

A. What is mentoring?

Mentoring is a relational experience where one person empowers another by sharing God-given wisdom, experience, and influence to foster development – *Connecting: The Mentoring Relationship You Need to Succeed in Life*, Stanley & Clinton

B. What are mentors?

Mentors act as “reflective practitioners,” modeling and explaining their practices while encouraging self-directed learning in their mentees (*Schon, 1983*).



C. What's the difference between Discipleship and Mentoring?

While both mentoring and discipling aim to help someone grow, they are different in the scope and focus.

Discipling is a broader process rooted in Jesus' Great Commission (Matthew 28:19–20), helping someone grow in Christ, develop Christlike character, and live out their faith.

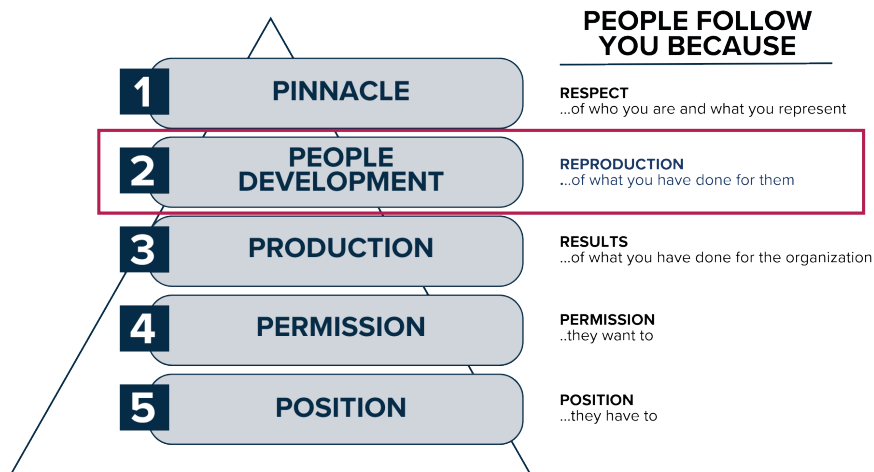
It involves teaching God's Word, modeling obedience, prayer, accountability, correction, and guiding them toward spiritual maturity to multiply disciples.

In essence:

Discipling _____ a follower of Christ.

Mentoring _____ a person in a particular area of life or leadership.

Both are essential. And often, mentoring can be part of the broader process of discipleship.



Source: Maxwell, J. C. (2011). The 5 Levels of Leadership: Proven Steps to Maximize Your Potential. Center Street.

II. Why is mentoring important?

A. **Characteristics of Those who Finish Well**

1. They have the right perspectives which enable them to focus on the goal.
2. They enjoyed intimacy with Christ and experienced repeated times of inner renewal.
3. They were disciplined in important areas of life.
4. They maintained a positive learning attitude all their lives.
5. They had a network of meaningful relationships and several important mentors during their lifetime.

B. **Emerging Leaders need mentors as they grow. A growing leader needs a network of relationships that ensures their development and a healthy perspective of his/her life and ministry.**

Spiritual Leaders need to be Mentored and to Mentor

“We can conclude with few exceptions, that those who experienced anointed ministry and finished well had a significant network of meaningful relationships that inspired, challenged, listened, pursued, developed and held one another accountable.” – *Connecting: The Mentoring Relationships You Need to Succeed in Life*, Stanley & Clinton

C. Jesus’ method for making disciples was *mentoring*.

GREEK	HEBREW
“CLASSROOM MODEL”	“COACH MODEL”
Academic	Relational
Passive	Experiential
Theoretical	On the Job Training

We **must return** to the **mentoring model Jesus gave us** if the church growth movement is actually going to expand the Kingdom. We must commit ourselves to reproduce and multiply.

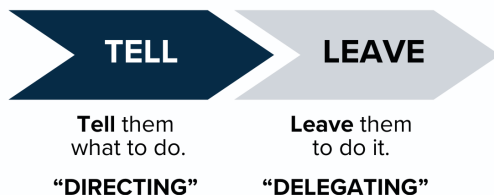
Your notes here..

III. Mentoring like Jesus

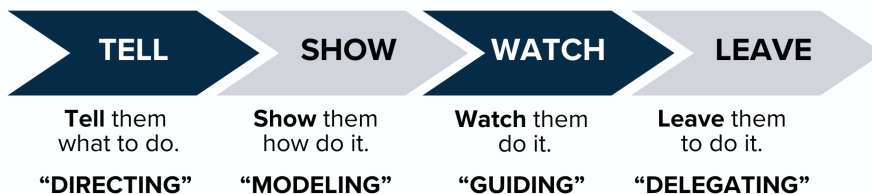
A. _____

1. Jesus did not only tell the disciples what to do, he modeled it for them (John 13:12-15, 34)
2. 4 important elements of mentoring:

What we usually do:



Effective way to mentor:



B. _____

Establish _____

Jesus established WHY He was calling the disciples into a discipleship relationship. (Matthew 4:19)

In our Dgroups, we can establish what is expected in our discipleship relationships –

CCF Discipleship Covenant

Confidentiality

I will not gossip about fellow members, and will ensure that what is shared in the group stays in the group.

A gossip goes around spreading rumors, while a trustworthy man tries to quiet them (Proverbs 11:13)

Honesty

I will be open and honest with my Dgroup leader and fellow members.

The Lord detests lying lips, but he delights in men who are truthful. (Proverbs 12:22)

Respect

I will respect those in my Dgroup by attending meetings regularly and punctually and by honoring the authority of my leader.

Obey your leaders and submit to their authority. They keep watch over you as men who must give an account. Obey them so that their work will be a joy, not a burden, for that would be of no advantage to you. (Hebrews 13:17)

Intercession

I will pray regularly for my Dgroup leader and fellow members.

And pray in the Spirit on all occasions with all kinds of prayers and requests. With this in mind, be alert and always keep on praying for all the saints. (Ephesians 6:18)

Spiritual Growth

I'm here to grow spiritually and help others, so I won't use this group for business, borrowing money, or any personal gain.

And let us consider how we may spur one another on toward love and good deeds, not giving up meeting together, as some are in the habit of doing, but encouraging one another—and all the more as you see the Day approaching. (Hebrews 10:24-25)

Timothies

I will have it as my goal to eventually build my own Dgroup.

And the things you have heard me say in the presence of many witnesses entrust to reliable people who will also be qualified to teach others. (2 Timothy 2:2)

C.

Nurture _____

Jesus chose disciples and purposed for them to be with Him. (Mark 3:13-14; Proverbs 27:17)

D.

_____ Truth & Application

He taught them the truth to know what they needed to do (John 8:31).

- ① Luke 11:1 (Disciples' prayer)
- ② Sermon on the mount
- ③ 2 Timothy 2:2
- ④ "Truth doesn't change lives. Truth applied changes lives." – Ps. Edmund Chan

E.

_____ and give feedback

Jesus observed what was going on in the hearts of his disciples and addressed them. (Mark 10:35-45; Luke 10:17-20)

Helpful feedback involves speaking the truth in love. (Ephesians 4:15)

F.

_____ & empower

Jesus emphasized that they are to do His work under His authority and with His presence (Matthew 28:18-20, John 15:5)

DISCUSSION QUESTIONS

1. What stood out to you most from today's lesson on mentoring, and why?

2. What is one action step you can take this week to grow as a mentor or mentee?

APPLY IT

The homework integrates the DEVELOP part of your GLC3 LEAD LifeApp by helping you intentionally raise your own potential Timothies.

Start Mentoring

Take the first step this week by following these steps:

1) **Pray** – Ask God for a heart to mentor others and for wisdom in identifying people He wants you to invest in.

2. **Choose 1–2 People** – Identify one or two potential Timothies from your DGroup whom you can intentionally encourage and mentor. Write down their names.

3. **Meet Up** – Reach out to them and invite them to meet with you one-on-one outside of your DGroup meetings for mentoring and spiritual growth.

4. **Share the Vision** – Explain that the goal is not only personal growth but also helping them to grow in Christ and eventually disciple others.

5. Pick a Resource – Choose a simple resource that you can go through together, such as a GLC lesson, a Bible passage, a devotional, or a discipleship tool.

6. Reflect – After completing Steps 1–5, write 3–5 sentences answering the following:

- Who did you choose?
- What step have you taken so far?
- Which mentoring principle from Jesus' example did you practice?
- How do you feel about beginning this mentoring journey?

Your notes here..

PRAY IT

Lord Jesus,

Thank You for being the greatest example of a servant-leader. Place in our hearts one or two people we can walk with and help grow in our Dgroup. Give us the courage to reach out, boldness to speak, and love to guide them well.

Teach us to mentor the way You did with love, patience, truth, and compassion. Help us to stay faithful, even when it's not easy. Make us mentors who raise up more mentors for Your Kingdom. We trust You, Lord. We say yes to the call.

In Jesus' Name, Amen.

SESSION TWO

COACHING



Learning Objectives:

At the end of this session, participants will be able to:

1. Learn what coaching is and how it's different from mentoring and discipling.
2. Practice important coaching skills like listening, asking good questions, and encouraging people to stay accountable.
3. Use the COACH model to help others grow and take steps toward following God's plan.

Introduction:

In leadership and discipleship, our natural tendency is to tell people what to do. After all, it seems faster, clearer, and even productive—because it's what we've often experienced ourselves. But is giving instructions always the best way to help others grow?

Jesus used a different approach. Instead of simply giving answers, He asked thoughtful questions to lead people toward discovery, reflection, and transformation. This is the heart of coaching: drawing out what God has already placed inside a person rather than just directing them from the outside.



WELCOME

Purpose: To help participants practice one of the core coaching skills—asking good questions and listening deeply without immediately giving advice.

Instructions:

1. Ask participants to pair up.

2. Allow 4 minutes total (2 minutes per person)

Person A begins by asking one of the following open-ended questions:

- *“What do you find most challenging about sharing the gospel regularly?”*
- *“What would you do if one of your members was struggling with sin but was not open to sharing about it?”*
- *“How do you encourage and motivate your members to take the next step in their spiritual walk?”*

Person B answers. Person A continues to ask follow-up questions only—**no advice, no comments**, just questions that help deepen understanding. After 2 minutes, **switch roles**.

3. Bring the group back together and ask:

- *“What did you notice about only asking questions?”*
- *“Was it difficult to resist giving advice or sharing your own thoughts?”*

Learning Nugget

Coaching isn't about having all the answers; it's about asking the right questions to help others grow. It's not giving advice but listening, guiding, and holding them accountable. Sometimes, growth starts with a great question.

HOW CAN YOU COACH BETTER?

TALK ABOUT IT

Telling others what to do (like a hammer) seems very natural for us because:

- we were trained by others who told us what to do.
- we have been trained in that way.
- we have seen success.

I. What is coaching?

Coaching is a non-directive skill that **helps others discover and reach their God-given potential by reflecting, correcting, and adjusting to new learning**. It is an intentional conversation that empowers individuals to fully live out God's calling as they listen to their heart and the Holy Spirit (**Core Coaching Skills, 45**).

Coaching produces insights, personal awareness, and behavioral change through commitment, as "coaches are change experts who help leaders take responsibility and act to maximize their own potential" (**Leadership Coaching, 7**).

Basic premise:

We are more likely to implement change in our lives when we ourselves discover what God wants for us, and others hold us accountable to act on it.

A.

What is the difference between coaching and mentoring?

01

Mentoring is _____ to you what God has given me, coaching is _____ of you what God has put in you. (Dale Stoll, Leadership Coaching, p.7)

02

Mentoring is usually a _____ where one with greater knowledge, skill or maturity imparts that to another person.

03

Coaching is a _____ in which the coach may or may not be an expert, but through listening to and drawing out the other person, helps the one coached to discover and follow God's direction for their life.

Your notes here..

MENTORING	COACHING
Imparting	Drawing Out
Expert	Listener
Guiding	Discovering
Sharing	Unlocking
Directing	Empowering

B. How is coaching different than discipling?

Discipling generally refers to a long-term, systematic relational approach to developing a person spiritually. In CCF we say that discipling is **“the process of bringing people to Christ, building them up in the faith toward Christlikeness for the purpose of spiritual multiplication resulting in the glory of God.”**

Coaching is a **skill that can be part of the discipleship process.** But discipling is broader and more comprehensive than coaching, and may include many other aspects of development (biblical teaching, small group interaction, practical ministry training, observing, counseling, mentoring, etc.)





C. Why Does Coaching Work?

- Coaching works because it brings out the best from people. Coachees believe that their coaches can realize their own best answers and coaches are trained to support them in that process.
- Coaching unlocks the ability of people to be aware.
- Coaching becomes effective when it is asked for and desired for.

D. Four key coaching skills

The central focus of coaching is on the person being coached and their agenda, the coach as a person is invisible. The coach's role is to create the context in which the person can work on their agenda.

01

Coaches practice active listening by focusing fully on the speaker, noting what is said and unsaid, and using all senses to pick up on emotions, values, and motivations. Effective listening guides the conversation productively, not just gathering information.

02

Asking _____

Questioning is a key skill in coaching, not just for gathering information, but for showing genuine interest in understanding the person and helping them explore their circumstances and challenges.

When questioning is done improperly, it causes defensiveness and resistance, but when used properly, it breaks down defenses, encourages self-examination, and helps the coach facilitate the person's own discovery rather than give answers.

03

Directing _____

Accountability is crucial for change as it fosters discipline and ownership, helping individuals find solutions and measure progress without blame or judgment. A successful coach sets expectations early, keeps the person responsible for solutions, and rigorously holds them accountable without offense.

04

The coach's well-being is crucial; they must prepare emotionally, physically, and mentally for coaching sessions.

Set aside distractions, be direct and truthful, and show courage with an agreeable spirit to guide others in self-management through the difficult process.

Learning Activity

1. How many times do you think Jesus asked questions in the Bible?

2. Did Jesus not know the answer to His questions?

3. Why do you think He asked so many questions?

II. THE COACH APPROACH MODEL

The basic approach is summarized in the acronym COACH (adapted with permission from The COACH Model for Christian Leaders by Dr. Keith Webb (Active Results LLC, 2012)):

-
- Build rapport, trust, and review previous action steps.

What has God been doing in your life?

What progress did you make on your action steps?

What insights have you had since our last conversation?

-
- Set the agenda for the conversation.

What result would you like to take away from our conversation?

What would make today's conversation meaningful for you?

What would be most helpful for us to work

-
- Encourage discovery, insights, and shifts in perspective.

What are key points in understanding this situation?

What other factors are influencing this situation?

How could you look at this from a different perspective?

-
- Capture insights and put them into two or three action steps.

What actions will you take to move forward?

How will you know if you have succeeded?

How confident are you that you can do this?

-
- Ask the coachee to review the conversation.

What do you want to remember from today's conversation?

What awareness do you have now that you didn't before?

What was most useful to you from our conversation?

Coaching problems:

A.

What should I do if they come up with an action plan that we think will fail?

B.

What if they fail to accomplish their action plan?

C.

What if they don't want to meet again?

D.

What if you don't agree with the coachee?

Source: (Core Coaching Skills, 70-71)

Practice the italicized questions to address the coaching problems.

You will never maximize your potential in any area without coaching. It is impossible. You may be good. You may even be better than everyone else. But without outside input you will never be as good as you could be.

*— Andy Stanley, *The Next Generation**

The best use of life is love. The best expression of love is time. The best time to love is now. Coaching gives people that time to reflect and grow.

*— Rick Warren (Author of *The Purpose Driven Life*)*

A leader is one who knows the way, goes the way, and shows the way. A coach helps others discover their own way, through questions, not answers.

— John Maxwell (Leadership expert and author)

Discussion Group Questions:

Reflect on your current discipleship practices.

1. Where do you see opportunities to apply coaching instead of always giving advice?
2. How would this shift affect the spiritual growth of your Dgroup members?

APPLY IT

1. Personal Application:

- How can you use coaching in your discipleship ministry?
- How can coaching help your disciples grow deeper in their faith?

2. Coaching Plan:

Based on what you learned in class, create a plan for how you will intentionally use coaching skills in your Dgroup to develop your Timothies:

WHO – Who are my potential Timothies?

WHAT – What area does this person need coaching in that will help them start discipling others? What key questions will I ask to help them grow?

WHEN – When will I begin coaching them?

WHERE – Where is the best place to meet for meaningful coaching conversations?

Coaching Plan

3. Coaching in Discipleship:

What excites you most about using coaching in your discipleship journey? What challenges you the most?

- **Building a Coaching Culture:**

How can you support one another in building a culture of coaching in your Dgroup so everyone continues to grow?

4. Action Step – DEVELOP:

- Plan to coach in the next two weeks your potential Timothy/Timothies.

- Prayerfully commit to practicing at least one coaching skill (Listening, Asking the Right Questions, Directing Accountability, or Self-Management) in your next discipleship conversation.

- After your coaching session, write down what you observed: What worked well? What will you do differently next time?

PRAY IT

Lord,

Grant us the wisdom to apply these coaching principles in our lives, relationships, and Dgroups, so we may guide others to uncover their potential and follow Your will. Strengthen us to listen with empathy, ask insightful questions, and hold ourselves and others accountable in love.

In Jesus' Name, Amen.

SESSION THREE

BIBLICAL COUNSELING



People face real struggles every day, relationship conflicts, emotional pain, and patterns of sin that are hard to break. Many look for quick fixes or worldly advice, but these often fall short. God, however, has given us His Word to guide us through life's challenges and speak to the deepest needs of the heart.

Biblical counseling points people back to God's truth and grace. Rather than simply addressing behavior, it helps bring real and lasting change through Christ. In this session, we will look at what Biblical Counseling is and how God can use believers to lovingly walk with others toward growth and restoration.

Learning Objectives:

- Understand what Biblical counseling is and why it's important.
- Realize that every believer can help others through Biblical Counseling.
- Learn how to lovingly guide others to follow Christ in practical ways.



WELCOME

Title: Listen and Share

1. Pair up with someone at your table.
2. Partner **A shares** for 1 minute, **choosing one** question below to answer:
 - What's one thing you're thankful for today?
 - What's lesson God has been teaching you recently?
 - Share a highlight from your week.
3. Partner **B listens carefully** and then summarizes in 30 seconds what they heard, focusing on what mattered most to the speaker.
4. Switch roles: **Partner B shares**, and Partner A summarizes.
5. Brief reflection: Ask, "How did it feel to be listened to and understood?"

Learning Nugget

Understanding another person involves knowing the basic facts about him or her as well as taking time to listen carefully to what he/she shares with you. In counseling, you get to know a counselee as best as you can so that you can understand where he or she is coming from so that you can point your counselee in the right direction. You will learn more about what, why, and how of Biblical counseling in this session.

I. What is Biblical Counseling?

It is a Christ-centered, Bible-based approach to helping people confront life's **root problems**, struggles, addictions, and sins by guiding them to God's truth, experiencing His grace, and relying on the power of the Holy Spirit for lasting transformation. Accountability, personal responsibility and reliance on God's Spirit are emphasized in biblical counseling.

A. Biblical Counseling vs Secular Counseling

Secular counseling primarily relies on human wisdom, popular psychology, and self-help techniques. It often excludes the absolute truth found in Scripture and overlooks the transforming power of the Holy Spirit. Instead of addressing sin and calling for repentance, it tends to minimize guilt, shift personal responsibility to others or the past, and promote a victimhood mentality.

01

It is based on _____

The Bible is the inspired, inerrant Word of God, the final authority regarding faith and practice. It teaches us how to live a life that is pleasing to God.

2 Timothy 3:16-17

¹⁶ **All Scripture** is inspired by God and profitable for teaching, for reproof, for correction, for training in righteousness; ¹⁷ so that the man of God may be adequate, equipped for every good work.

The Bible is **POWERFUL** – It convicts us of **SIN**.

Hebrews 4:12

For the word of God is living and active and sharper than any two-edged sword and piercing as far as the division of soul and spirit, of both joints and marrow, and able to judge the thoughts and intentions of the heart.

B. The Goal of Biblical Counseling

To correct **WRONG THINKING**, restore a **RIGHT RELATIONSHIP** with God, with others, and with self, and encourage **RIGHT BEHAVIOR** for **CHRISTLIKENESS** and the glory of God.

1. It seeks to help a person to think consistently with the truth of God's Word.

What a person **T**hinks impacts his **E**motions and **A**ctions.

Thinking



Emotions



Actions

When a person changes his thinking his emotions and actions will also change.

Proverbs 23:7

For as he thinks within himself, so he is...

ROMANS 12:2

² And do not be conformed to this world, but be transformed by the renewing of your mind, so that you may prove what the will of God is, that which is good and acceptable and perfect.

We are to bring EVERY THOUGHT captive to the Scriptures.

2 Corinthians 10:3-5

³ For though we walk in the flesh, **we do not war according to the flesh,** ⁴ for the weapons of our warfare are not of the flesh, but divinely powerful for the destruction of fortresses. ⁵ We are destroying speculations and every lofty thing raised up against the knowledge of God, and **we are taking every thought captive to the obedience of Christ.**

It acknowledges the reality of Spiritual Warfare.

Ephesians 6:12

¹² For our struggle is not against flesh and blood, but against the rulers, against the powers, against the world forces of this darkness, against the spiritual forces of wickedness in the heavenly places.

Exposes the LIES and strategy of Satan.

John 8:44

You are of your father the devil, and you want to do the desires of your father. He was a murderer from the beginning, and does not stand in the truth because there is no truth in him. Whenever he speaks a lie, he speaks from his own nature, for he is a liar and the father of lies.

2. It deals with man's basic problem which is SIN and the need for FORGIVENESS.

Romans 3:23

For all have sinned and fall short of the glory.

Biblical counseling is not just to help a person feel better, but more importantly, to become better.

It holds man responsible for his ACTIONS.

A person's past or experiences with other people may bring a negative impact on his life, but it cannot be used as an excuse for their behavior.

2 Corinthians 5:10

For we must all appear before the judgement of Christ so that each one may be recompensed for his deeds in the body, according to what he has done, whether good or bad.

3.

It is based on God's **POWER** to transform through the Holy Spirit.

THE CHRISTIAN LIFE
IS NOT HARD,
IT IS IMPOSSIBLE.



It is based on **GOD'S FAITHFULNESS** to change people.

Philippians 1:6

For I am confident of this very thing, that He who began a good work in you will perfect it until the day of Christ Jesus.

END GOAL **"CHRISTLIKENESS"**

————— To help a person become
Spirit-filled, CHRISTLIKE
follower of Jesus Christ.

Galatians 4:19

My Children, with whom I am again in labor until Christ is formed in you.

II. Who is Called to do Biblical Counseling?

A.

Every Christian. Especially a Dleader is _____ to be a biblical counselor.

Ephesians 4:11-12

¹¹ And He gave some as apostles, and some as prophets, and some as evangelists, and some as pastors and teachers, ¹² for the **equipping of the saints** for the work of service, to the building up of the body of Christ;

*Myth of Laity vs Clergy
Myth of Part time vs Full Time*

1 Peter 2:9

But you are a chosen race, **a royal priesthood**, a holy nation, a people for God's own possession, so that you may proclaim the excellencies of Him who has called you out of darkness into His marvelous light;

B.

The DGroup members are to counsel _____.

Colossians 3:16

¹⁶ Let the word of Christ richly dwell within you, with all wisdom teaching and admonishing one another ...

C. Biblical Counseling is _____ one another as a way of life.

Hebrews 3:12-13

... But encourage one another day after day, as long as it is still called “Today,” so that none of you will be hardened by the deceitfulness of sin.

“**Research has shown that counseling and healing are most effective in a community such as small groups.**”
— LARRY CRABB

III. What are the PREREQUISITES?

A. _____ the Bible (2 Timothy 2:15)

B. Be controlled by the _____. (Galatians 6:1)

C. Be a _____ – Walk Your Talk! (1 Corinthians 11:1)

D. Know the Lord _____.

- His grace
- His love
- His forgiveness
- His Transforming power

E.

Know that our _____ is from God (2 Corinthians 3:5)

- Know that we are capable of the worst sin too. (1 Corinthians 10:12)

Learn to:

- Listen Well (James 1:19)
- Speak truth in love (Eph. 4:15)
- Discernment (Phil 1:9-10)
- Confidentiality (Prov. 11:13)
- Prayerfulness (1 Thess. 5:17)

Common areas that need counseling:

- Depression
- Divorce and Remarriage
- Immorality/Infidelity
- Addictions (e.g., gaming, drugs, pornography, sex)
- LGBTQ-related struggles
- Financial issues
- Unforgiveness
- Taking offense
- Temper or anger

IV. Pre-Counseling Preparation

- CHOOSE a place that will enable you to talk.
- Put yourself in the COUNSELEE'S place.
- PRAY before they arrive.
- Know your ROLE as a counselor.
- You are a channel of God's love, truth, grace
- Allot enough TIME
- Prepare to LISTEN with empathy

V. Counseling Skills and Process

E_____ a relationship with them

E_____ the problem

E_____ them to Christlikeness

E_____ an action plan

A. Establish a Relationship with them.

1. Smile – be warm, welcoming, loving
2. Convey to them that you accept them, love them, and won't reject them no matter what they share
3. Assure them of confidentiality
4. Have encouraging body language
5. Have someone with you
6. Begin by praying with the counselee to invite the Lord to guide you both to accomplish His will

B. Explore the Problem.

01 Ask _____ and _____.

- a. to gather information
- b. to better understand their problem
- c. to identify the root problem

Asking good questions and listening are important tools in counseling. Questions can help a person open up.

Types of Questions:

■ Ask **OPEN-ENDED** Questions:

Not answered with a yes or a no.

Used to gather more in-depth answers and information. It usually requires an explanation and there is no correct answer.

Who? What? When? Where? Why? How?

■ Examples of **OPEN-ENDED** Questions:

- Can you share with me why you want to see me?
- What is troubling you?
- What was your most traumatic experience when you were young? With parents or siblings or friends?

- How did you feel? Why?
- Recall your happiest moment? Saddest moment? Why?
- How is your relationship with your family/spouse/kids?

Ask 5 Whys – go to the root

- **Why are you** shouting?
- **Why are you** angry?
- **Why do you feel** disrespected?
- **Why are you** embarrassed?
- **Why is your** Pride **involved?** (or why are you struggling with Pride?)

02

_____ actively to understand the problem.

- a. Active listening happens when you “listen for meaning” to understand what they are saying and feeling.
- b. Say very little but convey empathy, acceptance, compassion, respect and a non-judgmental attitude.
- c. Give your full attention. **LOOK** at the counselee and **OBSERVE** their body language. (Don’t look at your watch, phone, at others).
- d. **ENCOURAGE** the counselee to continue sharing comments like “uh-huh”, “really”, “please tell me more”, etc

03

_____ first before giving advice.

a. Quick advice may make them feel:

- That you don’t fully understand
- That you are just hitting them on the head with the Bible

Proverbs 18:13

He who gives an answer before he hears, it is folly and shame to him.”

04

_____ AND _____ with their emotions.
(Very important)

- a. Express empathy
- b. Don't condemn them for their emotions.
- c. Until they feel that you understand how they feel, they won't listen to you.

Common Root Problems:

- Past events or trauma
- Betrayal and hurt
- Bitterness and anger
- Taking offense
- Unforgiveness
- Victim mindset

05

_____ AND _____.

The counselor makes a summary of the main points that the person is sharing in order to highlight them and check to see if they understand what the counselee means.

A VERY IMPORTANT QUESTION:

Ask, "Have you come to a point in your spiritual journey that you are sure you have eternal life?"

If their answer is "I'm not sure," or something similar, then after listening to their story, you need to share the gospel with them first before discussing possible solutions to their problem.

C. Encourage them in Christ

TO HELP MOVE THE COUNSELEE

From a Big Problem	To a Big God!
From Fear	To Faith
From Disappointment	To Hope
From Worry	To Worship

01

Share that we are _____ in Christ.
(Colossians 2:9-10)

02

Share _____ that relate to their situation from:

- a.** The Bible
- b.** Your life
- c.** The lives of others

03

Encourage them to have an _____.
(2 Corinthians 4:17-18)

Life is temporary but eternity is forever. Sometimes, in pleasing God, we are called to suffer for a little while but the rewards both now and for eternity are worth the suffering and sacrifice.

Encourage them to _____ God in everything.
(1 Thessalonians 5:18)

This is God's formula for good mental health.

Thank God for His **PROMISE**. (Romans 8:28)

Thank God for His **PURPOSE**. (Romans 8:29)

Thank God for His **PLANS**. (Jeremiah 29:11)

Thank God for His **PROVISION**. (Philippians 4:19)

Thank God for His **UNCONDITIONAL LOVE**. (Romans 5:8)

D.Evolve an Action Plan

- The solution must be Bible-based.

Every counseling solution should be firmly anchored in God's Word, not in human wisdom.

Joshua 1:8

This book of the law shall not depart from your mouth, but you shall meditate on it day and night, so that you may be careful to do according to all that is written in it; for then you will make your way prosperous, and then you will have success.

How to Evolve a Plan

1. Help them establish overall _____ of a committed follower of Jesus Christ. **(2 Corinthians 5:9).**

2 Corinthians 5:10

For we must all appear before the **judgment seat** of Christ so that each one may be **recompensed** for his deeds in the body, according to what he has done, whether good or bad.

- a. God holds us **ACCOUNTABLE** for our choices and behavior.
- b. We are **RESPONSIBLE** to change ourselves, but we cannot change others.

2. Share _____ from the Bible related to their situation. Have them read aloud. Ask them,

Based on this verse...

- | | |
|---|---|
| a. What do you think God wants you do? | c. What behavior or attitude do you need to change? |
| b. What sin do you need to confess and repent of? | d. What promise can you claim? |

3. _____ with them in coming up with the action plan and steps to carry out this goal. If they are involved, they will be more likely to do it.

a. Get their suggestions based on the Bible verses.

b. Give your suggestions if necessary.

c. Discuss alternatives.

d. Decide on the plan of action: What? How? When?

4.

Identify any _____ or reservations they might have in carrying out the plan.

Ask them, *“Is there anything that will keep you from doing this?”*

Issue of Forgiveness

“I don’t want to forgive them yet. I don’t want to make it too easy for them. They need to learn a lesson, to know how I feel.”

“I need time to heal.”

**Time does not heal, forgiveness heals.
We forgive by God’s Power.**

Ephesians 4:31-32

Let all bitterness and wrath and anger and clamor and slander be put away from you, along with all malice. Be kind to one another, tender-hearted, forgiving each other, just as God in Christ also has forgiven you

God's responsibility is to deal with the person who has sinned against us.

Hebrews 3:10

For we know Him who said, "Vengeance is Mine, I will repay." And again, "The Lord will judge His people.

Issue of Emotions

"I don't feel like it so I will be a hypocrite if I do it."

James 4:17

To one who knows the right thing to do and does not do it, to him it is sin.

**Share Principle of:
MOTION before
EMOTION**

Act first and the emotions will follow. It is not hypocritical to do what is right if you don't feel like it. That is biblical. But if you know what is right to do as a Christian but don't do it, that is hypocritical because you are not acting consistently as a committed follower of Jesus Christ.

5. _____ them if there is resistance.

Share with them the consequences of sin and disobedience, and the blessings of obedience.

Galatians 6:7

Do not be deceived, God is not mocked; for whatever a man sows, this he will also reap.

a. We reap what we sow, we are free to choose but not free to choose the consequences of our choices.

b. **The Decision Tree** - Think “What will happen in the future to my family, my ministry, my testimony, if I decide to obey/not obey?”

6. Get a _____ to do the action plans, steps to be taken and when to execute them. (Give an assignment)

Encourage them to **PRAY** out loud to seal their commitment to God.

7. Encourage them to _____ a Dgroup for further growth, follow-up, and discipleship in becoming a Spirit-controlled follower of Jesus Christ.

FOLLOW-UP through prayer, text, and phone calls.



Counseling Skills and Process 4Es

- Establish a relationship with them.

- Explore the problem.

- Encourage them to the sufficiency of Christ.

- Evolve a solution.

God is *no debtor*. We will be reimbursed for whatever we do for Him!

**DO EVERYTHING
FOR JESUS!**





APPLY IT

Set a one-on-one meeting with a Dgroup member who needs biblical counseling in an area of concern or struggle. Apply what you learned from this training and describe your experience below using the guide questions. Record any insights or realizations on applying biblical counseling principles, including ways you can improve as a counselor to your Dgroup members.

1. What was the situation or concern of my counselee that needed to be addressed?
2. What biblical principles did I base my counsel on? Cite some verses explaining your position.
3. What specific counseling steps did I apply?
4. What resolution regarding the situation/struggle did my counselee arrive at, towards the end of our time together? If he or she did not have a resolution at that time, what next steps would I take as his/her counselor to help my counselee move forward in the area of concern?

LifeApp – “Develop” Integration:

- If the counselee agrees: Invite your potential Timothy to quietly observe the counseling session. Afterwards, debrief together and walk them through the biblical principles and counseling steps you used.

- If the counselee does not agree: Keep the session private, but afterwards, explain the situation to Timothy in general terms (no names or sensitive details). Discuss the principles and steps you applied and give them a related practice case study or small role-play in your Dgroup.

By doing this, you are both helping your Dgroup member and developing your potential Timothy in the skills of biblical counseling while protecting privacy.

PRAY IT

Heavenly Father,

Thank You for the wisdom and guidance found in Your Word. Help us to understand the heart of Biblical counseling and why it matters. Teach us to be grounded in Your truth and love, willing to walk alongside others in their struggles.

Give us the grace to point people back to You with humility, patience, and compassion. Remind us that through Your Spirit, every believer can be used to bring comfort, correction, and hope. May our words and actions always lead others closer to Christ.

In Jesus' Name, Amen.

SESSION FOUR

CONFLICT MANAGEMENT AND RESOLUTION



In this session, trainees will learn a practical approach to resolving conflicts based on Biblical principles which they can apply in their Dgroup.

LEARNING OBJECTIVES:

By the end of this session, trainees will be able to:

1. Know that conflict happens, even in church, and learn the various ways we respond.

2. Practice 10 biblical steps to resolve conflict in a way that brings unity and growth.

3. Learn how to guide others through conflict in a loving and prayerful way as a Dgroup leader.

INTRODUCTION:

Conflict is a part of life—even in the church and among followers of Jesus. From the early church in Jerusalem to the churches in Corinth and Philippi, even the most faithful believers experienced tension, misunderstandings, and disagreements. The reality is, whenever people are involved—whether in families, friendships, or ministry—conflict can happen.

But God doesn't leave us without guidance. In His Word, He shows us that conflict, when handled His way, can actually become a blessing. Instead of division, it can lead to healing, deeper relationships, growth, and unity. As we go through this session, we'll learn not only why conflict happens, but also how we can respond to it in a godly way that honors Him and blesses others.

A black and white photograph showing a person's hands holding a white mug. The person is sitting at a table. In the background, there is a laptop and a smartphone. The image is partially obscured by a dark blue banner at the top.

WELCOME

Initial Reactions to “Conflict” – Share and Reflect

Instructions:

Let's begin with a short exercise to explore our initial perceptions of conflict. Ask your groupmate, “when you hear the word “conflict,” think of the very first word that comes to mind? What emotion does it bring up?”

Take turns sharing that word with your group. There are no right or wrong answers, this is simply a way to surface our honest feelings about conflict.

After everyone has shared, take a few minutes to reflect on the responses and discuss any common patterns or themes you notice.

Learning Nugget

Our first reactions to the word “conflict” show us how differently people feel about it. Some feel nervous or stressed, others want to fix it right away. That's okay—we all respond differently. What's important is learning how to handle conflict well. In this session, we'll discover practical and biblical ways to face conflict with wisdom, patience, and love so we can grow stronger in our relationships and bring glory to God.

UNDERSTANDING CONFLICT

TALK ABOUT IT

I. Reality of Conflict

- A. Conflict is _____.
- B. Conflict is _____ in all relationships.
- C. Conflict is common even in _____.

Jerusalem Church, Corinthian Church, Philippian Church

Conflict has been part of church life since the early days, as seen in Acts 6. Paul also talked about it in his letters, like in 1 Corinthians and Philippians, where issues like money, gossip, and pride caused problems among believers.

But the Bible also shows us that when we deal with conflict in a godly way, it can actually lead to growth, healing, and unity. It gives us a chance to show love, patience, and the power of peace that comes from God.

Jerusalem Church

ACTS 6:1

“At this time, while the disciples are increasing in number, **a complaint arose** on the part of the Hellenistic Jews **against** the native Hebrews...”

Church in Corinth

1 CORINTHIANS 1:10

¹⁰ Now I exhort you, brethren, by the name of our Lord Jesus Christ, that **you all agree and that there be no divisions among you**, but that you be made complete in the same mind and in the same judgment.

1 CORINTHIANS 1:11-12

¹¹ For I have been informed concerning you, my brethren, by Chloe's people, **that there are quarrels among you**. ¹² Now I mean this, that each one of you is saying, "I am of Paul," and "I of Apollos," and "I of Cephas," and "I of Christ."

PHILIPPIANS 4:2-3

² I urge Euodia and I urge Syntyche **to live in harmony in the Lord**.

³ Indeed, true companion, I ask you also to help these women who have shared my struggle in the cause of the gospel, together with Clement also and the rest of my fellow workers, whose names are in the book of life.

1. Major Causes of Conflict

a. _____

b. _____

c. Poor _____

d. Expectations

e. Differences in personalities, opinions and styles

f. Carnality, Selfishness, Pride

g. _____

The reason why conflict arises among Christians

1 CORINTHIANS 3:3

for you are still **fleshly**. For since there is jealousy and strife among you, are you not fleshly, and are you not walking like mere men?

GALATIANS 5:19-21

¹⁹ The acts of the flesh are evident : sexual immorality, impurity...

²⁰ ... enmities, **strife, disputes..., dissensions, factions** ... ²¹ and the like, I forewarn you, as I have forewarned you, that those who practice such things shall not inherit the kingdom of God.

1 PETER 5:8

Be of sober spirit, be on the alert. Your adversary, the devil, prowls around like a roaring lion, seeking someone to devour.

2. Wrong ways to deal with Conflict

a. _____

e. Gossip, Slander

b. _____

f. Fight

c. _____

g. _____

d. Leave and Transfer

D.

Conflict is a _____ when handled properly.

A conflict resolved properly results in growth.



Examined what happened to the early church.

Church in Jerusalem

ACTS 6:7

“The word of God kept on spreading, and the number of disciples continued to increase greatly in Jerusalem... a great many of the priests were becoming obedient to the faith.”

When they resolved their conflict it resulted in the spread of God's Word, increase in disciples and transformation of lives.

1. Jesus prayed for all believers to be _____.

John 17:19-21

¹⁹ For their sakes I sanctify Myself, that they themselves also may be sanctified in truth.

²⁰ “I do not ask on behalf of these alone, but for those also who believe in Me through their word; ²¹ that they may all be one; even as You, Father, are in Me and I in You, that they also may be in Us, so that the world may believe that You sent Me.

2. Jesus commanded that believers _____ one another.

John 13:34-35

³⁴ “A new commandment I give to you, that you love one another, even as I have loved you, that you also love one another. ³⁵ By this all men will know that you are My disciples, if you have love for one another.”



II. Helping Resolve Conflict

A. It's a great _____

MATTHEW 5:9

Blessed are the peacemakers, for they shall be called sons of God.

B. It's a Great _____

EPHESIANS 4:1-3

Therefore I, the prisoner of the Lord, implore you to walk in a manner worthy of the calling with which you have been called, ² with all humility and gentleness, with patience, showing tolerance for one another in love, ³ being diligent to preserve the unity of the Spirit in the bond of peace.

EPHESIANS 4:4-6

⁴ *There is one body and one Spirit*, just as also you were called in one hope of your calling; ⁵ one Lord, one faith, one baptism, ⁶ one God and Father of all who is over all and through all and in all.

C. It pleases _____

Romans 12:1

If possible, so far as it depends on you, be at peace with all men.

2 Corinthians 5:18

All this is from God, who reconciled us to himself through Christ and gave us the ministry of reconciliation.

PAUSE, SHARE, PONDER ACTIVITY

1. PAUSE (1 minute personal reflection):

Quietly reflect:

“When was the last time I experienced or witnessed conflict – whether in a friendship, a family setting or, even within the church, and what caused it?”

2. SHARE (3–4 minutes in pairs or small groups):

In your group, share:

“What did I learn from that conflict?”

3. PONDER (2 minutes as a group or individual):

Think about this:

“How can conflict, when handled God’s way, lead to something good?”

III. 10 PRINCIPLES ON PERSONAL RECONCILIATION

1. Be _____
Start with prayer to invite God's wisdom, humility, and peace into the process.
2. Be _____
Don't delay; lovingly initiate and agree on a mutually acceptable TIME and PLACE to discuss the conflict.
3. Be _____ - "gentle voice"
Approach the conversation with a gently voice and a heart willing to listen and learn.
4. One Issue at a Time
Stay focused to avoid overwhelming each other or losing track of the main concern.
5. Attack the issue. Not the person.
Be issued-centered. Speak about the problem, not the person's character or fault.
6. _____ – listen, listen, listen
 - When asking, ask fact-based questions, exploratory questions, but never accusatory questions
 - Avoid accusatory statements that will only add fuel to the fire
 - "I think... I feel..." but not "You always... You never..."

7.

Be Willing to Ask

- How have I hurt you?
- How can I improve?
- Will you forgive me?

8.

Be _____ and ask for forgiveness.

Extend grace and be quick to say “I’m sorry”, “please forgive me” and “I forgive you.”

9.

Be _____ for God’s glory

1 Corinthians 6:1-7

Let your desire to honor God guide your attitude and actions.

10.

Be _____ for your part and entrust the person to GOD!

• Own your mistakes and entrust the outcome – and the other person – to God.

• **Romans 12:18**

If possible, so far as it depends on you, be at peace with all men.

IV. How to Mediate in Conflicts?

**So don't give up. Keep short accounts. Keep forgiving.
Keep trusting that God sees it all, and He's using even this
conflict to conform you to the image of His Son.**

- Chip Ingram

1. Pray
 2. Meet each party separately

Proverbs 18:17

The first to plead his case seems right, until another comes and examines him.

Matthew 7:3-5

³ Why do you look at the speck that is in your brother's eye, but do not notice the log that is in your own eye? ⁴ Or how can you say to your brother, 'Let me take the speck out of your eye,' and behold, the log is in your own eye? ⁵ You hypocrite, first take the log out of your own eye, and then you will see clearly to take the speck out of your brother's eye.

**Listen first to
understand
before you speak to
be understood.**



3. Ask about their willingness to reconcile for Christ.

4. Meet together and give ample time.

5. Lay the ground rules and the overall objective.

a. Ground Rules: You are the REFEREE!

- Each party will take turns explaining their hurt/side/issue
- No interruptions
- No shouting: speak in a calm, non-degrading manner

b. **Proverbs 15:1**

A gentle answer turns away wrath, But a harsh word stirs up anger.

- The other party will then be given time to ask questions
- Whatever you do, do all to honor God

6. Talk with each one separately again –process and give perspective and suggestions.

7. Meet together – follow through with the suggestions on how to resolve the issue for God's glory.

8. Forgive and ask for forgiveness from each other. Forgive as you yourself have been greatly forgiven by Christ.

Matthew 6:14-15

¹⁴ For if you forgive others for their transgressions, your heavenly Father will also forgive you. ¹⁵ But if you do not forgive others, then your Father will not forgive your transgressions.

Ephesians 4:32

³² Be kind to one another, tender-hearted, forgiving each other, just as God in Christ also has forgiven you.

9. Pray!

10. Hug/Shake hands

**Reconciliation is every Christian's priority.
Believers have to forgive one another.**

MATTHEW 5:23-24

²³ Therefore if you are presenting your offering at the altar, and there remember that your brother has something against you, ²⁴ leave your offering there before the altar and go; first be reconciled to your brother, and then come and present your offering.

When you have a conflict against a brother or sister in Christ that remains unresolved, how do you go about it.

Case Study – 10 minutes:

You are a Dgroup leader and one of your members, Susan approached you seeking help because another member from your group, Lisa, owes her money. The amount is substantial, and she now needs the money urgently. But Lisa keeps avoiding her and seems to give signs she has no intention of paying her back. Out of desperation, Susan is now seriously considering asking a Christian lawyer to write a demand letter to Lisa so that she will feel the urgency of paying. But before consulting the lawyer, Susan comes to you first for prayer and counseling.

How would you put into practice the 10-step process of mediation?

Your notes here..



APPLY IT

Choose either #1 or #2, and **make sure to complete #3 the reinforce part.** This activity will help you reflect on your personal experiences with conflict and apply biblical principles to pursue reconciliation and growth, and equip you to develop your potential Timothies in this area.

1. REFLECT (Journal Prompt)

Spend 10–15 minutes alone with God. In your journal, answer the following:

- Think of a conflict (past or present) that you've been part of or witnessed.
- What caused it?
- How was it handled?
- Was it resolved God's way? Why or why not?
- What did you learn from it?
- What could you have done differently?

2. REACH OUT (Action Step)

- Identify one person (if any) you are currently in conflict with or feel distant from because of a past misunderstanding.
- Pray for them.
- If God leads you, take one small step toward reconciliation this week:
 - Send a kind message.
 - Set a time to talk.
 - Apologize or express a desire to restore the relationship.
 - If it's not possible yet, write a letter (even if you don't send it) and pray for a future opportunity.
- Verse to meditate on: Romans 12:18 — "If possible, so far as it depends on you, be at peace with all men."

GLC3 Life App – DEVELOP: After taking action, walk your potential Timothy through what you did, why you did it, and what you learned. Help them understand the biblical principles behind your approach so they can grow in this area as well.

3. REINFORCE (Share it to your Dgroup Leader for accountability)

What did you learn from your reflection or action?

How did God speak to you through this process?

What are your next steps?

PRAY IT

Heavenly Father,

Thank You for being the God of peace and reconciliation. We confess that conflict is real, even among Your people. Yet in You, we find hope and healing.

Help us see conflict not as a threat, but as a chance to grow, love, and honor You. Teach us to respond with humility, gentleness, and grace. Make us listeners, forgivers, and peacemakers—just as Christ has been for us.

Use us, Lord, to bring unity where there's division, and peace where there's pain. Be glorified in every step we take toward reconciliation.

In Jesus' name, Amen.



CONGRATULATIONS!

You have completed Book 12 and finished the GLC3 LEAD journey.

While this book marks the end of the GLC3 LEAD curriculum, it is not the end of your growth as a disciple and leader. Learning never stops—but more importantly, learning must now be lived out, practiced, and passed on to others.

Be sure to complete the GLC3 LEAD LifeApp to finalize your training. You may download the LifeApp form here: glc.ccf.org.ph/events/glc-graduation/

Leadership is shaped not only by what we know, but by what we apply daily and model faithfully. As you continue leading your Dgroup, we encourage you to keep growing by using the resources available on the GLC website (glc.ccf.org.ph). These materials are designed to help you deepen your walk with Christ, strengthen your leadership, and equip you to disciple others more effectively.

Our prayer is that you will continue to apply what you have learned, invest intentionally in the people God has entrusted to you, and raise up future leaders who will do the same. The journey does not end here — it continues as you live out the mission of making disciples who make disciples for the glory of God.

ANSWER KEY

SESSION 1

.....

I. Understanding Mentoring

C. What's the difference between Discipleship and Mentoring?

- develops
- empowers

III. Mentoring Like Jesus

- A. Model
- B. Expectations
- C. Relationships
- D. Teach
- E. Observe
- F. Release

SESSION 2

.....

What is the Difference between Coaching and Mentoring?

- Mentoring is imparting.
- Coaching is drawing out.

- Mentoring is usually a one-on-one relationship.
- Coaching is a skill.

4 Key Coaching Skills

1. Listening
2. Asking Right Questions
3. Directing Accountability
4. Self-Management

The COACH Approach model

C - CONNECT
O - OUTCOME
A - AWARENESS
C - COURSE
H - HIGHLIGHTS

Learning Activity Answers

.....

1. How many times do you think Jesus asked questions in the Bible?

Jesus asked over 300 questions in the Gospels.

(Exact counts vary slightly depending on the translation, but He asked around 307 questions.)

2. Did Jesus not know the answer to His questions?

Jesus, being God, knew the answers.

He didn't ask because He lacked knowledge, but rather to provoke thought, reveal hearts, encourage reflection, or deepen understanding in others.

3. Why do you think He asked so many questions?

Jesus used questions to:

- Lead people to self-discovery
- Encourage personal reflection and conviction
- Engage hearts, not just minds
- Build relationships and trust
- Guide learning rather than imposing answers (Not giving the answer—guiding them to find it)
- Many times, He also answered the questions with a question

This models the coaching approach—where asking the right questions helps people grow in ownership, insight, and transformation.

One of the most challenging skills in coaching is learning to stay silent—allowing the other person to process while you listen more and speak less.

COACH Demonstration

Scenario: “I’ve been trying to be more consistent with my quiet time, but I’m finding it hard to keep a regular schedule.”

1. Introduction & Set-Up (2 Minutes)

- Assign roles: One person will be the coach, the other the coachee (in this case, the coachee will be struggling with the scenario, “I’ve been trying to be more consistent with my quiet time, but I’m finding it hard to keep a regular schedule”).
- Clarify the roles: The coach asks questions, and the coachee answers honestly as they work through the scenario.

2. COACH Model Demonstration (7 Minutes)

Step 1: CONNECT (1 Minute)

Coach: Ask open-ended questions to build rapport and check in on previous progress.

- “How has your quiet time been going lately?”
- “What’s been challenging for you when it comes to your quiet time routine?”

Coachee: Share honestly about struggles in maintaining a consistent quiet time.

Step 2: OUTCOME (1 Minute)

Coach: Ask about the outcome the coachee hopes to achieve.

- “What would you like to achieve in today’s conversation?”
- “What result would make this conversation helpful for you?”

Coachee: Clearly state their goal. For example, “I want to figure out how to build a more consistent routine.”

Step 3: AWARENESS (1 Minute)

Coach: Help the coachee reflect on their situation.

- “What are the reasons why it’s hard to keep a regular schedule?”
- “What do you think is influencing your inconsistency?”
- “How do you feel when you miss your quiet time?”

Coachee: Explore and share insights into what makes it difficult, e.g., distractions, lack of time, feeling overwhelmed.

Step 4: COURSE (1 Minute)

Coach: Encourage action steps.

- “What can you do differently to make your quiet time more consistent?”
- “What actions will you take starting this week?”
- “How confident are you in your ability to make this change?”

Coachee: Offer potential action steps, e.g., setting a fixed time each morning, using a reminder app, starting with shorter time frames.

Step 5: HIGHLIGHTS (1 Minute)

Coach: Summarize the conversation and ask the coachee to reflect on what they’ve learned.

- “What’s the most important thing you’ve learned today?”
- “What will you remember from our conversation today?”

Coachee: Reflect on key takeaways, such as gaining clarity on actionable steps or new insights into their quiet time practice.

3. Switch Roles (3 Minutes) optional

- **Coach and Coachee Switch:** The person who was coaching now becomes the coachee, and vice versa.
- Repeat the **COACH** steps:
 - **CONNECT:** New coachee shares what they are struggling with.
 - **OUTCOME:** New coachee states what they hope to gain from the conversation.
 - **AWARENESS:** New coachee reflects on their situation.
 - **COURSE:** New coachee comes up with action steps.
 - **HIGHLIGHTS:** New coachee reflects on key takeaways.

4. Wrap-Up & Debrief (3 Minutes)

- **Coach and Coachee:** Discuss as a group.
 - “How did it feel to be asked thoughtful questions instead of just receiving advice?”
 - “What did you learn from the experience as both a coach and a coachee?”

SESSION 3

.....

I. What is Biblical Counseling

A. Biblical Counseling vs Secular Counseling

1. GOD'S WORD

II. Who is called to do Biblical Counseling? YOU

- A. Called
- B. One Another
- C. Encouraging

III. What are the Prerequisites

- A. Know
- B. Holy Spirit
- C. Good Example
- D. Personally
- E. Adequacy

V. Counseling Skills and Process

- Establish
- Explore
- Encourage
- Evolve

B. Explore the Problem

1. Questions and Listen
2. Listen
3. Understand
4. Acknowledge and Empathize
5. Clarify and Summarize

C. Encourage them in Christ

1. Complete
2. Examples
3. Eternal Perspective
4. Thank

D. Evolve an Action Plan

How to Evolve a Plan

1. Biblical Goal
2. Verses
3. Interact
4. Obstacles
5. Motivate
6. Commitment
7. Join

SESSION 4

.....

The Reality of Conflict

- A. inevitable
- B. common
- C. churches
- D. blessing

Major Causes of Conflict

- a. Money
- b. Gossip
- c. Poor Communication
- g. The Devil

Wrong Ways to Deal with Conflict

- a. Ignore
- b. Be Passive
- c. Withdraw
- g. Lawsuits

1. Jesus prayed for all to be ONE.
2. Jesus commanded that believers LOVE one another.

II. Helping Resolve Conflict

- A. It's a Great Privilege
- B. It's a Great Responsibility
- C. It Pleases God

III. 10 Principles on Personal Reconciliation

1. Be Prayerful
2. Be Proactive
3. Be Humble
4. One Issue at a Time
5. Attack the Issue, Not the Person
6. Communicate: Listen. Listen. Listen.
7. Be Willing to Ask
8. Be Forgiving and Ask for a
9. Be Concerned for God's Glory.
10. Be Responsible for your Part and Entrust the Person to God

A. STEP-BY-STEP RESPONSE

1. Pray

Begin by **praying with Susan**, asking for God's wisdom, humility, and peace to guide both you and her. Commit the situation to the Lord and invite His presence to work in both hearts.

2. Meet Each Party Separately

Set a **private meeting with Lisa**. Gently ask her to share her side of the story. Avoid assumptions. Listen well and gather facts—perhaps she's ashamed or facing hardship. Then, **process separately with Susan** to help her also reflect calmly, especially on her motives and tone. (Proverbs 18:17, Matthew 7:3-5)

Processing with Susan (Applying the 10 Principles of Reconciliation):

Begin with **prayer** (Principle #1: *Be Prayerful*) to invite God's presence and prepare your hearts.

Gently guide the conversation with humility and a listening posture (Principle #3: *Be Humble*). Acknowledge the conflict: Lisa owes her money, has been avoiding her, and the debt remains unsettled.

Ask fact-based and reflective questions (Principle #6: *Communicate* – Listen, Listen, Listen), such as:

- “Are you hurt by this situation?”
- “How has this affected you personally?”
- “Are you willing to forgive Lisa, and commit to work through this conflict with grace?”

TO THE CASE STUDY

Encourage Susan to express her concerns **without attacking Lisa's character** (Principle #5: *Be Issue-Centered*) and to reflect on her own responses (Principle #7 & #10: *Be Willing to Ask, Be Responsible*).

Affirm the goal: to seek **restoration and God's glory** in the process (Principle #9: *Be Concerned for God's Glory*), not just resolution.

Remind her: "As far as it depends on you, be at peace with everyone." (Romans 12:18)

3. Ask About Their Willingness to Reconcile for Christ

Privately ask both Susan and Lisa if they are **willing to reconcile in a Christ-honoring way**. Emphasize that the goal is not just repayment but restoring unity and peace as followers of Jesus.

4. Meet Together and Give Ample Time

Once both are open to talk, arrange a **joint meeting**, allowing enough time to fully listen and process the situation without pressure or rush.

5. Lay the Ground Rules and the Objective

As a **mediator**, remind both that the goal is reconciliation and that you will be facilitating calmly and fairly. Set ground rules:

- No interrupting
- Speak calmly and respectfully
- Share honestly and listen with humility
- Emphasize that you are seeking God's glory in how the issue is handled (Proverbs 15:1)



6. Talk with Each One Separately Again

After the joint discussion, **talk with each privately** again if needed. For Susan, help her release any anger or bitterness. For Lisa, offer support but gently urge her to make things right if she truly owes the money.

7. Meet Together Again – Suggest a Way Forward

Bring them together again. **Offer practical suggestions:** e.g., a repayment schedule, accountability, or financial counseling if needed. Focus on the importance of honesty, love, and trust within the Dgroup.

8. Forgive and Ask for Forgiveness

Lead both to **seek and offer forgiveness**, regardless of the money. Encourage Lisa to ask for forgiveness for avoiding the issue, and Susan to forgive Lisa in her heart, just as Christ forgave her.

(Matthew 6:14–15, Ephesians 4:32)

9. Pray

End the meeting with prayer. Ask for healing, renewed trust, and that this experience would strengthen—not break—their walk with Christ and each other.

10. Hug/Shake Hands

Encourage a gesture of reconciliation—a **hug, handshake, or smile**—as a symbol of their decision to restore the relationship.

Final Encouragement:

Remind both that reconciliation is a testimony of God's work in their lives, and that unresolved conflict among believers hurts the church's witness. Encourage both to continue walking in grace, truth, and love.

Your notes here..



APPENDIX A:
**COUNSELING
SPECIFIC CASES**

1. HOMOSEXUALITY

Our Heart Set should be that we are to love the person but not condone their sin of homosexuality. We are to speak the truth in love. Homosexuality or a gay lifestyle is just a presenting problem. The deeper problem is that they are looking for love in the wrong way.

The root problem is that they need Jesus to fill the love void in their lives and to give them eternal life and the power to turn from their sin and follow Him and His word. Below are verse to help them see the truth.

Homosexuality is usually learned through experience (molestation or initiation) or family environment

Common unbiblical mind set of a gender confused person

- a. I can't help who I am – It's genetic (Let me find love)
- b. It's an acceptable life style choice

E- Establish a Relationship

E- Explore the Problem (Ask Questions and Listen) Hear their story first.

- When did you 1st experience homosexual feelings
- What happened to you that could have contributed to these feelings?
- Were you ever molested?
When and by whom?
- How did you feel?

-
- How would you describe your relationship with your father?
Mother?
 - Are you looking at pornography?
 - Do you have a live-in partner? How long?

E – Encourage them to Christlikeness (Share Verses and ask them what God is telling them. Give examples or stories)

- a. John 3:16 – Emphasize that God loves them.
- b. Homosexuality is not genetic –

A secular Research Study of 500.000 people's genes to find the Gay Gene concluded that there is **NO GAY GENE**.

- Genesis 1:27 - God created us Male and Female -
- Corinthians 6:9, Revelation 21:8 - It is against God's design and brings eternal consequences

- c. Homosexuality is not a destiny, it is a decision that God holds us accountable for.

• 1 Corinthians 6:11; Philippians 4:19

✓ Change and cleansing are possible through faith in Jesus Christ

• 2 Corinthians 5:17

✓ A New life is possible through faith in Jesus Christ

• Galatians 5:16

✓ The Holy Spirit gives us power over the desires of our flesh

• Luke 16:24: John 14:15

✓ If you love Jesus, you will obey Him. Jesus wants you to love and follow Him by denying yourself.

Ask, “Do you love the person who is your partner?”

If they answer, “Yes, I love them.”

Then ask, “If you love them, should you stay in this relationship?”

Why? What does God want you to do?

“You should leave the relationship because you are causing them to sin.”

E – Evolve an Action Plan

a. Share the Best Decision with them to trust in Jesus Christ as their Lord and Savior

b. Commit to 2 Corinthians 5:9-10 - Live to please God in all that they do for He will judge them and reward them. (eternal perspective)

- 1 John 1:9 - Repent of their sin in the Name of Jesus Christ and ask for God’s forgiveness and cleansing and claim God’s power and healing
- Flee sexual immorality – 1 Corinthians 6:18-19 - Stop their homosexual relationship.
- 1 Corinthians 15:33 – Choose new friends and avoid friends, environments, pornography, places, media that tempt them to sin.

c. Pray to break any Satanic strongholds in their life as a result of their sins.

List down every person with whom you had immoral sexual relationship and then pray:

Dear Heavenly Father, please forgive me for having a sexual relationship with _____ (name each person's name). I repent and claim Your forgiveness and Your cleansing from these sins. In the name of the Lord Jesus Christ, I renounce these sinful sexual relationships and I break any bonding between me and those persons. In the name of the Lord Jesus Christ, I command all evil spirits that are in me or around me as a result of my sinful sexual relationships, to leave me forever, to not send similar spirits, or replacement or reinforcement spirits to me. In Jesus' name and based on His shed blood, I claim His victory over these sins and any evil influences that were in my life are now rendered powerless. I now dedicate my body to You Jesus to be used for righteousness. In the Name of the Lord Jesus Christ. Amen.

d. Galatians 5:16 - Depend upon Holy Spirit to fill and empower you moment by moment to overcome your fleshly desires.

E – Expedite the Plan

How? When?

- Have them pray and then pray for them
- Invite them to join the CCF Healing Grace Ministry

2. SEXUAL ABUSE

UNBIBLICAL MINDSET

- a. “I am a victim, I am damaged beyond repair.”
- b. Guilty for what they did or did not do to stop it.
- c. Unforgiveness and Bitterness toward the abuser.

E - Establish a Relationship

E - Explore the Problem with them

- When were you sexually abuse and under what circumstances?
- Who abused you and for how long?
- How did it stop?
- How do you feel toward the abuser?
- How do you feel about yourself?

E – Encourage them to Christlikeness

Biblical Perspective

a. Luke 17:1-2

- ✓ God is angry at what the abuser did.

b. Romans 12:17-21

- ✓ God said that vengeance is His, He will deal with the abuser.

c. 1 John 5:4

- ✓ The abused person was a victim but they can be a victor in Christ.

d. Proverbs 23:7

- ✓ It is not so much what happens to us but how we respond to what happens to us that impacts us.

In every circumstance even in abuse, we can become:

- Better by trusting God to use it for good and thanking Him or
- Bitter by unforgiveness, unrelenting anger, and feeling irreparably damaged

e. Ephesians 4:31-32

✓ Forgive the abuser for the abuse and how it hurt them and affected them as God has forgiven them. When you forgive them, you set the prisoner free and that prisoner is you.

- Acknowledge their anger and pain and give it to God
- They can hate the sin but not the sinner

f. Romans 8:28-29

✓ Trust God to cause all things, even their abuse, for good –

- There are scars from abuse which will become areas of strength when surrendered to the Lord to use for His purposes and glory and to make them more like Christ
- Even medically speaking, when a wound heals and scars, the scar tissue is stronger than regular tissue.

g. 1 Thess. 5:8; Philippians 4:7

✓ Thank Him with anticipation for what good He is going to do.

2 Corinthians 1:3-4

✓ God will use their abuse and His comfort and healing to help others –

h. 2 Corinthians 2:14-15

E – Evolve an Action Plan

- a.** Forgive the abuser or rapist and also themselves, if they are struggling with guilt (although they were a victim)
- b.** Trust God to cause all things, even their abuse or rape, for good and to thank Him for what He will do.
- c.** To purpose to live in victory and not as a victim
- d.** Gently encourage them to:
 - Expose the abuser to keep him or her from doing it to someone else – tell the authorities in their life.
 - Confront the abuser – Tell the abuser what they did, how it affected them, and that by God's grace, they have forgiven them.
- e.** 2 Corinthians 1:4
 - ✓ To allow God to use it to help others

Get a commitment

How, when, where?

Invite to CCF Glorious Hope

Have them Pray the following prayer to cancel all strongholds of Satan:

Dear Heavenly Father, I was _____ (sexually abused, raped) by _____ (person's name). I forgive them as you have forgiven me. I now renounce having my body used in this way. I claim cleansing and healing of my mind, body, soul and spirit by the blood of Jesus Christ. In the name of the Lord Jesus Christ, I cancel any ground that Satan has gained in my life by this and I command any evil spirits to leave me, and bind them not to return or to not send similar, replacement or reinforcement spirits. I trust You to use this experience for good as you promised. I now dedicate my body to You to be used for righteousness. In the Name of the Lord Jesus Christ. Amen

3. PHYSICAL / VERBAL ABUSE

E - Establish a Relationship with them

E - Explore the Problem (Ask Questions and Listen)

Sample Questions:

- When did the abuse begin?
- Under what circumstances does the physical or verbal abuse happen?
- How do you respond?
- How do you feel?
- Would you describe yourself as rebellious and not submissive or as respectful and submissive to your authorities?
- What do you think about the person who abuses us?
- Do they do the same with others in your family?
- Have you forgiven them?

E – Encourage them to Christlikeness (Share bible verses and ask them what God is telling them.)

- a. Don't react, respond gently
 - Proverbs 15:1
 - 1 Peter 2:21-23
- b. Forgive them
 - Ephesians 4:31-32
- c. Submit to your authorities
 - Romans 12:1-5 (everyone)
 - Ephesians 5:22-24 (wives)
 - Ephesians 6:1-3 (children)
- d. Pray for them
 - Matthew 6:27-29
- e. Ask them to forgive you for...
 - Matthew 5:23

E – Evolve a plan of action (based on the above verses)

Very Important – Recommend that they tell an authority over them what they have been doing for protection and accountability. If their life is in danger, find temporary shelter.

For Jesus -

- I will forgive them
- When they are angry, I will be quiet and stay out of their way
- I will be submissive and respectful to my authorities
- I will not react in anger
- I will model Christlikeness to them in my attitudes and actions without a word

-
- I will pray for them daily and ask God to bless them and to help them to change
 - I will do good to them
 - I will love them

Get a commitment.

How? When? Where?

Have them pray. Pray for them.

Invite to attend CCF Glorious Hope.

4. DEPRESSION

Description: Sadness is normal with the loss of a loved one, a serious illness, divorce, life struggles or injured self-esteem, etc.

However, these feelings are normally short lived. When someone experiences persistent and intense feelings of sadness for extended periods of time, then they may have major depression disorder (MDD)

Symptoms: (WebMD) Trouble concentrating, remembering details or making decisions, fatigue, feelings of guilt, worthlessness and helplessness, pessimism and hopelessness, insomnia, early morning wakefulness or sleeping too much, irritability, restlessness, aches and pains, overeating or appetite loss, digestive problems, persistent sadness, anxious, or empty feelings, suicidal thoughts or attempts

Depression is often related to:

Loss of Hope, Regret, guilt, bitterness, unforgiveness, digital addiction, computer game addiction and social media addiction, bullying, relationship problems, lifestyle, spiritual attack.

E - Establish a Relationship with them

E - Explore the Problem (Ask Questions and Listen)

- a.**
 - Do you know why you are depressed?
 - When did the depression began and what happened?
 - How long have you been depressed?
 - How do you feel about yourself?
 - Are you being bullied? How?
 - Do you have any regrets? Guilt? Over what?
 - Have you forgiven yourself and others?
 - Do you have feelings of hopelessness?
 - Are you addicted to anything, including digital addiction, computer games and social media?
 - Do you have any relationship problems that makes you sad or angry?
 - Are you struggling with a habitual sin?

- b.** Ask, “What is your lifestyle like?” Check if the depression could be related to the physical/lifestyle.
 - Do you exercise? (WebMD research)
 - Many studies show that people who exercise regularly have a positive boost in mood and lower rate of depression because it stimulates the release of endorphins.
 - What is your diet like? We are what we eat.
 - Refined sugar, carbohydrates cause a spike (a high) and then drop in blood sugar (a low). Causes mood swings.
 - (Try the Mediterranean Diet).
 - Our gut is our 2nd brain – gut health – prebiotics and probiotics.

- Do you get sunshine daily or how often? Lack of sunlight contributes to depression.

- o We need at least 15 min. of sunlight daily — stimulates endorphin production in the brain.

- When and how long do you sleep? Lack of sleep contributes to depression.

- o Best to sleep before 10:30. The body detoxes at night. Research shows that we need 7-8 hours of sleep a night.

E – Encourage them to Christlikeness (Share Bible Verses and Stories)

a. 2 Timothy 1:7

For God has not given us a spirit of fear; but of power, and of love, and of a sound mind.

b. Psalm 42:5

Why are you downcast oh my soul and why have you become disturbed within me? Hope in God, for I shall again praise Him for the help of His presence.

King David and even prophets of God experienced depression.

c. Luke 1:37

Nothing is impossible with God.

d. 2 Corinthians 10:4-5

We are in a spiritual battle. Take every thought captive to Christ.

-
- e.** Revelation 12:10
Don't believe Satan's accusations and lies.
- f.** Thessalonians 5:18
Be thankful in everything,
- g.** Philippians 4:4-7
Do not be anxious, but to pray about everything with thanksgiving in advance before you see the answer. Then they will have God's peace. (This is God's formula for good mental health)
- h.** Romans 8:28-29
To trust in God to cause all the mistakes they have done and all that has been done to them to work out for their good and God's glory and to conform them to Christlikeness.
- i.** Ephesians 4:30-32
Forgive others and themselves by the power of the Holy Spirit as God has forgiven them.

E – Evolve a plan of action (based on the above verses)

- Trust God to cause all to work for good
- Thank God in advance for what He will do in answer to your prayers
- Forgive all who have hurt you
- Limit use of Digital devices and social media – (turn of notifications, schedule time for their use)
- 1 Corinthians 6:12 - DETOX (stop) ADDICTIONS (Computer games, alcohol, drugs, pornography)

-
- Be FILLED WITH THE HOLY SPIRIT – Galatians 5:16 - By the power of the Holy Spirit
 - Physical/ Lifestyle
 - o Diet
 - o Exercise
 - o Sunlight
 - o Sleep
 - o Supplements
 - Omega 3 Fatty Acids - Fish oil DHA EPA 700-100 mg per day
 - Ashwagandha – for Anxiety
 - L-Theanine
 - D3
 - Probiotics

Get a commitment.

When? How?

Have them pray. Pray for them.

Encourage them to Join a D Group.

Follow them up with a text, call.

5. THOUGHT OF SUICIDE

Believe a person when they say they are having thoughts of suicide.

E - Explore the problem.

- What are the thoughts that are going through your mind?
- Why do you think you are having these thoughts?
- When did they begin?
- What is troubling you?
- Has anyone hurt you?
- Are you struggling with a sin?

E – Encourage them to Christlikeness

a. John 10:10a

The thief comes to kill, steal and destroy – Satan’s plan for you

b. 1 Chronicle 21:1

Satan’s strategy – thought implants in the 1st person

- “I want to commit suicide”
- “I want to rest.”
- “I can’t take this anymore!”
- “I want others to feel sorry for what they have done to me.”

c. Jonah 4:8

Jonah the Prophet – Just let me die...

d. Colossians 3:17; 1 Corinthians 10:31

Do everything in the Name of Jesus for God's glory.

- Suicide is Murder
- It does not solve the problem, it creates a bigger problem with eternal consequences
- Dishonors Christ's name
- Inconsistent with you as a believer

e. John 10:10b

Jesus came to give life.

f. Jeremiah 29:11

He has good plans for welfare and for a future and for hope

g. Galatians 5:16

Walk by the Spirit and you will not carry out the desires of the flesh.

E – Evolve a plan of action

- Renounce these thoughts of suicide in the Name of the Lord Jesus Christ, don't own them or think they are coming from you!
- Repent of all sins and ask the Holy Spirit to take control you.
- Forgive and love those who have hurt you
- Trust in God and thank Him in advance for His good plans

Get a commitment.

When? How?

Have them pray. Pray for them.

Encourage them to Join a D Group.

Follow them up with a text, call.

APPENDIX B:
OTHER ISSUES

1. DIVORCE AND REMARRIAGE

CCF believes that from the beginning, the intention of the marriage relationship was to reflect what God is like, a perfect unity, that is never broken. Marriage, as shown in the Bible, is the exclusive union between a biological man and woman, which is meant to be for life. (For the complete explanation of CCF's stand on Marriage refer to our CCF Website at <https://www.ccf.org.ph/who-we-are/>)

a. Divorce was later allowed in Old Testament times, but God never intended, in His perfect will, that husband and wife would be separated. Divorce was never intended to be acceptable.

b. It is possible that, in cases of abuse and physical threat, that a husband and wife may have to physically separate for a time. We advise that spouses seek to continue working on the relationship, trusting that God is at work in bringing about forgiveness, restoration and transformation in the marriage.

- The victim should be accountable to the Parents and the Dleader.

c. We acknowledge that many relationships today are very complicated – what CCF often refers to as “scrambled eggs.” This is why CCF cannot adopt an oversimplified “one-size-fits-all” approach to the issue of divorce (or its closest equivalent) and remarriage.

d. CCF elders consider remarriage situations on a case-to-case basis, taking into account such factors as when the persons seeking remarriage became believers, what efforts have been exerted to reconcile with their former spouses, do their former spouses have new partners and children with said partners etc.

e. Generally, CCF pastors do not perform a marriage ceremony for those in a second relationship. However, as mentioned above, exceptions may be considered on case-to-case basis.

f. Matthew 19:3-10; Luke 16:18; 1 Corinthians 7:17, 20; 13:4-8, 13

2. ADDICTION

a. This is a form of bondage where a person becomes enslaved to substances (alcohol, drugs) or vices (gambling, internet, sex) that lead them away from God's will (1 Cor. 6:12, 2 Pet. 2:19). At its core, addiction is a spiritual problem rooted in rebellion against God, resulting in destructive physical, emotional, mental, and relational consequences.

b. We believe recovery comes through a Bible-based, Christ-centered approach that integrates the 12 steps, group and individual counseling, family therapy, and spiritual care. Restoration begins with renewed relationships—first with God, then with family—bringing healing to body and soul. True recovery is found through surrender to God, humility, and forgiveness for past mistakes.

Glorious Hope Ministry (<https://glorioushope.org.ph/about-us/>) is one good approach to deal with addiction)

3. TAKING OFFENSE

a. We believe that offenses are inevitable but being offended is a choice. A person can choose to be offended or to respond with grace, humility and forgiveness. The Bible says, “A person’s discretion makes him slow to anger, and it is to his credit that he ignores an offence”. (Proverbs 19:11 ISV).

b. The Bible refers to the spirit of offense as a spirit that is easily upset or disheartened by the actions or words of others, causing resentment and bitterness. Our Christlike response should be forgiveness, acceptance and selflessness.

c. Feeling offended momentarily can be considered normal, but entertaining and nurturing the feeling of offense is what leads to problems. When we – especially followers of Jesus – are easily offended, the situation can be used by Satan to cause division in families and in the body of Christ.

d. Bear with each other and forgive one another if any of you has a grievance against someone. Forgive as the Lord forgave you. (Colossians 3:13)

APPENDIX C:
**VERSES FOR
COUNSELING**

TOPIC	REFERENCES
ON OBEDIENCE	John 15:14, Deuteronomy 6:4-9, 1 Samuel 15:22, Deuteronomy 11:26-28, Joshua 5:6, Romans 2:6-8, Ephesians 6:1-3, Nehemiah 9:20, 26-27, Proverbs 13:13, Luke 11:28
ON FORGIVENESS	1 John 1:9, Isaiah 43:25-26, Acts 3:19, Isaiah 1:18, 2 Corinthians 5:17, Ephesians 1:7, Hebrews 10:17, Daniel 9:9, Colossians 1:13-14, Psalm 103:12, Micah 7:18-19, Matthew 6:9-15, Mark 11:25, Ephesians 4:30-32
ON HOMOSEXUALITY	Genesis 2:27-28, Mark 10:6-9, 1 Corinthians 6:9-11, Leviticus 18:22, 1 Corinthians 6:17-20, Romans 1:26-28
ON MARRIAGE, ADULTERY & DIVORCE	Matthew 5:31-32, Matthew 19:3-11, Luke 16:18, 1 Corinthians 7:10-13, 1 Corinthians 7:39, Romans 7:2-3, Malachi 2:14-16, Mark 10:10-12, 1 Corinthians 6:18, Exodus 20:14, Hebrews 13:4, Matthew 5:27-28, 1 Corinthians 6:9-11
ON WORRY & ANXIETY	Matthew 6:25-34, Proverbs 3:5-6, Philippians 4:6-7, Luke 12:25-26, Matthew 11:28-30, John 14:27, 2 Thessalonians 3:16, Psalm 55:22, Proverbs 12:25, 1 Peter 5:6-8, Psalm 23:4, Hebrews 13:5-6, Psalm 56:3, Romans 8:28-30

ON HOPE	Psalm 3:2-6, 1 Corinthians 15:54-58, 1 Peter 1:3-6, Psalm 147:11, Proverbs 13:12, Romans 5:5, Isaiah 40:31, Psalm 31:24, Hebrews 6:19
ON DEPRESSION	Psalm 42:11, Proverbs 17:22, 2 Timothy 1:7, Philippians 4:8, Deuteronomy 31:8, Psalm 34:17, Psalm 40:1-3, Psalm 3:3, Psalm 32:10, 1 Peter 5:6-7, John 16:33, Romans 8:38-39, 2 Corinthians 1:3-4, 1 Peter 4:12-13, Psalm 37:23-24

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