

Coach in Training **Guide**





Introduction

Requirements:

- Will need a bible and this guide. A journal for notes.
- Return signed Coach's Covenant and Leadership Checklist.
- Complete videos on Trained Up/Serve HQ digital learning platform. Participants must complete 100% of all online modules and questions.

Definition of a Coach:

A Coach is a person who coaches 3-5 leaders focusing on three things:

1. Relational Connection and helping to spiritually develop the leaders they coach (primary) & the members (secondary) in the groups they coach.
2. The responsibilities of the ministry they serve in.
3. Identifying and helping to develop potential new leaders.

Purpose of Coach in Training:

To equip potential Coaches with biblical standards and practical applications to be excellent in their span of care.

The content is designed around the elements in the Definition of a Coach and the Call to Action from God:

Grow Spiritually, Relationally Connect, Develop Leaders

The Leadership Development Span of Care includes:

1. Group/Team Members/Volunteers
2. Group/Team Leader
- 3. Coach (cares for 3-5 Leaders)**
4. Lead Coach
5. Ministry Leader/ Director/ Pastor

Leaders

Leads 3-15 member group or team; leaders raise up a Co-Leader; engage them in their God-Given purpose.

What to look for

Knows God; finds family; demonstrates passion; dedication; communication skills; prays out loud.

How to Filter

Serves faithfully; they have built a group or team.

What to do

My Bayside; My Leadership; Ministry-specific training; Growth Track; engaged in a group; attend weekly services.

Coach Honor Code and Covenant

As an extension of the Pastoral and Leadership care at Bayside Community Church it is an honor to serve. It is my responsibility to model a Godly lifestyle, living according to biblical standards. The way I present myself is of vital importance to the way Leaders and potential Leaders perceive a Christian who is emotionally mature and thus, spiritually mature. Coaches at Bayside honor the leadership they represent, as an extension of our Lead Pastor's care. Where there is honor, there is blessing. By providing an example in speech and action, I encourage others to grow in Christ. This is a way of life measured by the heart and commitment of each person to have a kingdom mindset. It is a part of my development, not an imposition or restriction.

I am committed to the following:

Relationships/Unity

Building relationships with people creates community. Make connecting with your Ministry Leader and those you lead a priority. Know their story. Commit to unity in your Group/Team. If offenses arise, handle them in a Matthew 18 manner, which starts with going to the person the offense is with, and with them only. Keep discussions life-giving and respectful when there are conflicting opinions.

Responsibility/Develop

Actively get involved in serving with passion and purpose, taking responsibility for the work of the Ministry. Be available to help others in times of need. I recognize that one of the goals of Leadership is to develop new Leaders. This will allow others that join Bayside to experience true community through Groups/Teams. I will invite, invest and involve new leaders.

Authenticity/Confidentiality

The atmosphere of a Group/Team should encourage openness and transparency between the Members and Leaders (Leaders and Coaches). This is an environment where people should feel free to be themselves, living life together. For authenticity to occur, the Leader must be able to trust that issues discussed with a Coach are not going to be shared.



Respect/Honor

Leaders/Coaches should never say anything that will embarrass their spouse or other members in their group. Honor, love well and pray for each other daily. Allow everyone to participate by facilitating smoothly. Focus discussions on how to grow in God personally. Avoid negative conversations and gossip at all times.

Convictions/Called

As a steward of influence, I agree that alcohol, tobacco, addictive substances, self promotion businesses (MLM companies) at a Bayside function is prohibited. As a steward of influence, called to serve Bayside, I agree to purity and sexual morality.

Time/Communication

I recognize that true discipleship and personal mentoring takes time. I commit to serving and leading others to grow in love with Jesus and with loving others, developing the passion and purpose God has birthed in them. Honor Leadership by responding to their communications. I will respond to communications from Leadership in a timely manner. I will model an example of communication to those I lead.

I agree to be Faithful, Accessible and Teachable.

Hebrews 13:7 (NIV) "Remember your leaders, who spoke the word of God to you. Consider the outcome of their way of life and imitate their faith."

As a Coach, I commit to honor this covenant with Bayside, to coach in my declared ministry.

Print Name _____ Date _____

Email _____ Phone _____

Campus _____

Grow Spiritually

Teaching Point: Spiritual growth happens in the context of relationships.

Be A Disciple-Maker

Know 1 Peter 5:1-4

Do Grow others through one-on-ones

Practical Application

Role and responsibilities - This is a relational skill with the biblical foundation.

Read and highlight the responsibilities of a Coach as in 1 Peter 5:1-4.

Listening Skills

- What are some listening skills? Discuss the importance.
(Squarely face the person; Open posture; Lean in; Eye-contact; Repeat what you heard)
- What do listening skills in a one-on-one or group look like? Discuss the difference.

Spiritual Disciplines

- What are the spiritual disciplines you are engaged in and what impact does it have on you? (Bible study, prayer, worship, solitude, community, fasting).

Spiritual Growth Questions

- What is your time with God like?
- What has God been talking to you about?

Action Step

- Schedule and lead your one on one with a leader.

Additional resources

1. Rebuilding the Real You by Jack Hayford
2. Celebration of Discipline by Richard Foster

Relationally Connect

Teaching Point: Build Biblical Community

Be Community Builders

Know Acts 2:42-47

Do Gatherings with your leaders

Practical Application

Biblical community in the early Church

- Read and discuss biblical community as in Acts 2:42-47.
- Is biblical community the same today? Why or why not?
- How do we practice Biblical Community?

(Know each other's stories; Be vulnerable and allow others to feel safe, Pray for one another; Live life together; Guide to the next steps)

Build Community questions

- How do you help your leaders build community? Why invite others to the Growth Track?
- What are the advantages of being in community? What happens if not in 'community'?

Action Step

Schedule a gathering with your Leaders

- Practice listening skills. Celebrate your Leaders.
- Guide to their next steps or to complete the Growth Track.
- Encourage Co Leaders for groups and teams.
- Promote 'My Leadership' online class.

Additional Resources

1. Crucial Conversations- Tools for Talking When the Stakes are High by Patterson, Grenny, McMillan, Switzler
2. Thanks for the Feedback - Douglas Stone and Sheila Heen

Develop Leaders

Teaching Point: Identify, invest and involve 2 people in your ministry.

Be A developer of Leaders

Know 2 Timothy 2:1-2

Do Give leaders action steps to grow

Practical Application

Gradual release of Ministry Framework

- Intentional - I do, you watch, we talk
- Guided - I do, you help, we talk
- Collaborative - You do, I help, we talk
- Equipped - You do, I watch, we talk

Qualifications of a Coach

- Read and highlight the qualifications of a Coach as described in
1 Timothy 3:1-13; Titus 1:5-9; 2 Timothy 2:1-2

Developing Leaders Questions

- What does having the Bayside's Leadership culture of 'Teachable; Called; Hungry; Others Focused; Positive Attitude' mean?
- How influential are these to Leadership?
- How do you identify leaders? Where do you find leaders? **(Core Motivations' Handout)**

Action Step

- Schedule time with two Leaders, invest and involve them in ministry.

Additional Resources

1. The Multiplying Effect by Mac Lake
2. Amplified Leadership by Dan Reiland

Call to Action from God

- Appointed time with God.
- Passing the mantle of leadership.
- You are getting ready to step into a new season of your calling.
- Sometimes there are seasons of waiting and sometimes there are seasons of pursuit.
- It's only through the connection of the Holy Spirit, that you will know which season you are in and what to do in each season.
- These concepts are a 'call to action' from God:

Kaleo- A Calling from God

Kairos- A Time appointed by God

- When you combine these concepts together, you begin living from a heavenly place not an earthly place. You experience something that does not yet exist, but one that God wants to bring into existence through you.

Passion Rekindled

God wants to rekindle the passion you may have lost or buried.

"Passion about nothing is like pouring gasoline in a car without wheels. It isn't going to lead anybody anywhere." ~Blue Like Jazz, Donald Miller

- Be very clear about what you want and what you don't want.
- What do you become emotional and unreasonable about? This clarifies your passion.
- What are 3 action steps you can take to rekindle and fulfill your passion?

1. Change your **Disempowering Beliefs**

Disempowering Beliefs are lies you believe about yourself or God

- List 2 disempowering beliefs you have thought, about your passion?
- Disempowering beliefs stall your action steps. Challenge them. Ask the question: Is this true 100% of the time? Name your action steps to replace those thoughts. Set a plan in motion. Write it down. Make it specific and measurable.

2. Replace Disempowering beliefs with **Empowering Beliefs**

- Focus on your identity, talents and abilities as given by God. Share with someone to hold you accountable to the truth. What are your empowering beliefs? Repeat to yourself. Write them down. Name them over the disempowering beliefs.

Secret of Holiness

1. **What is Holiness?** To be set apart for God's plan and a kingdom purpose.
2. **How do I become Holy?** Commune with God, He values a relationship with you.
3. **Why should I desire to be Holy?** Holiness heals the heart from hurt and woundedness.
4. **What are the effects of Holiness?** Holiness makes us wise to the enemy's traps. It provides us with wisdom and discernment for safety from falling into old traps or triggers.

Envision what God has for you:

- ASK THE HOLY SPIRIT: What is one thing you love about me? (write answer)
- ASK THE HOLY SPIRIT: Show me an area where I am wounded and how do you want to heal me from this wound? (write answer)
- ASK THE HOLY SPIRIT: What is the trap I continually fall into? (write answer)
- ASK THE HOLY SPIRIT: Show me what you would like to do through me?(write answer)

Accountability and Stewardship:

1. Why were you Chosen?

"Brothers and sisters, choose seven men from among you who are known to be full of the Spirit and wisdom. We will turn this responsibility over to them and will give our attention to prayer and the ministry of the word. They presented these men to the apostles, who prayed and laid their hands on them." Acts 6:1-6

- We are looking for 3 things for our Coaches to be filled with:
 - Holy Spirit
 - Wisdom
 - Faith

2. Intergenerational Leadership - **Ministry Lead, You, Reliable People, Others.**

*"**You** then, my son, be strong in the grace that is in Christ Jesus. 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 2:1-2*

- Heard from your Leader; Passed to you
- Entrust to reliable people; Teach others
- Reproduce yourself; Give ministry away

3. How will you be **empowered** to accomplish this mission?

- You have your Ministry Leader's support.
- God has given you everything you need to coach.
- You are anointed and appointed to do this job.

4. Pray for guidance to steward the gift of people who will be **entrusted** in your care.

- Share with your Ministry Leader your heart to be held accountable for those entrusted to you.

The Commissioning - What to expect.

1. Once all CIT content is completed, Growth Track is completed, Freedom weekend is completed and videos on Trained Up are completed, Commissioning can take place.
2. This will be a monthly, global (for all campuses) event at EBC.

What is 'The Commissioning'? **Passing the mantle of leadership.**

We believe there is a real passing of the anointing and mantle of leadership that God has given Pastors/Leaders who will commission others to continue the work of ministry. With the help of the Holy Spirit, that transference of the same anointing from previous generations of leadership comes upon those newly being commissioned into ministry.

What to do before the Commissioning? **Pray!**

The week leading up to the commissioning pray for the anointing you will receive.

After the Commissioning you will receive a Coach assignment:

- Care for 3-5 Leaders, encourage them to raise up Co-leaders and future leaders.

For Ministry Leaders only:

How to Commission someone?

1. Ask potential Coach if ready to be a Coach. Ask if ready for the weight of this role?
2. Ask if the tangible transference of anointing as a spiritual heritage from our Lead Pastor is understood, as the potential Coach is about to receive that transference.
3. Pray for a fresh anointing and know it does not come from us, it comes through us, God empowers us to bless those coming behind. Men should commission men and women should commission women. Married couples may commission either.
Invite a Leader or Pastor to pray together if a male is commissioning a female or vice versa.
4. Ministry Leaders share a word, pray for transference of leadership.
Anoint new Coach with oil and have communion together.