



the Flourishing Life

You can have

A FULL VIBRANT LIFE

Sponsor's and Captain's Manual
for the Flourishing and Breakthrough Trainings

TheFlourishingLife.org

Sponsor's and Captain's Manual



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SECTION ONE

Getting Started

Welcome and thank you

Welcome and thank you so much for your decision to become a sponsor for this incredible ministry! We are so blessed to have you partner with us, and we are grateful for your willingness to bring this transformational work to your community. Our desire is that individuals, families, ministries and communities would flourish the way Jesus intends, and you are an integral part of bringing that vision to the world.

In deciding to partner with The Flourishing Life, you are entering a river that has been flowing for years. TheFlourishingLife.org is in a stream of transformational work that began, of course, with Jesus apprenticing his disciples. This apprenticeship mindset is at the core of what we do - as each one of us is in a season of apprenticeship with Jesus, we do not pretend to have arrived. Rather, we share our journey with others, raising up men and women who hunger for transformation themselves, and desire to live in authentic community with others. And so we continue the flow by offering up these trainings and by partnering with people like you. It's our honor and privilege to stand with you to bring new possibilities of God's love into the lives of our training participants.

A word about this manual

This manual is designed to offer all sponsors and captains, whether this is your first training or your twenty-first, a simple framework to follow to have a successful team experience and training. **This manual contains “the bones,” so to speak, and is laid out in sequential order.** It is designed to guide you

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step by step through the entire team process, from start to finish, in order. The challenge we faced was to keep it clear, simple and fairly short. To that end, MOST of the resources you will need are found on the website—theflourishinglife.org. Your coach will give you the passwords and point you to the web pages that we have designed to hold all the materials you will need, including invitation letters, enrollment videos, team jobs, overviews of the trainings, name tag templates, and training homework. This manual will offer a timeline and guidance to assembling your core team and team, running team meetings, and basic resources to support you. Should you need any additional information, reach out to your coach.



Role of the sponsor

The primary role of the sponsor is to take all the steps necessary, and be present to whatever it takes to have a successful training at a quality facility, with well-enrolled participants. You set the tone, inspire the best in others, and go the extra mile to serve. In short, the sponsor is completely at-stake for all things pertaining to the training including financials, trainer transportation and location. You will, of course, have a host of people and plenty of resources to support you! If you have been on-boarded as a sponsor, you should have had an at-length conversation with a The Flourishing Life leader regarding your roles and responsibilities (sponsor grounding conversation). If that hasn't occurred yet, reach out to The Flourishing Life leadership or your coach to set one up. Even if you have sponsored in the past, we suggest that you re-acquaint yourself with the process by scheduling an on-boarding call. Additionally, you can check the website for the Sponsor Grounding document to review your role in detail.



Role of the captain

The role of the captain is absolutely vital to the success of the training. Like the sponsor, great captains are men and women who are living a life of authenticity, transformation, and intense love for others. They are leaders in their homes and communities, and are constantly enrolling others into living a big, bold life. As a natural outflow of who they are, the team captain helps provide the leadership, coaching, and guidance necessary to the team. The captain is the one who champions the team toward their vision every single day. The captain is responsible to lead the team meetings, with the assistance of the sponsor. This should not be the captain's first team - he/she should have participated on another team, whether for the Flourishing Training or an Breakthrough team, before taking on the role of captain. For a detailed description of the role of team captain, check the website for the Team Captain document.

Enrollment is at the heart of all we do

We are living in a world that values fast living, overwhelm, busyness, noise, and demands. People are experiencing sickness, depression and anxiety at an alarming rate, and many men and women aren't sure about their God-given purpose in life, let alone how to connect with Him. TheFlourishingLife.org is an invitation into the kind of living that embodies just the opposite: We espouse a life that embraces stillness, contemplation, radiance, purpose, health, vision and connection... all leading to faith in action. The primary pathway to invite people into this kind of flourishing lifestyle is enrollment. What is enrollment? In simplest terms, **enrollment is a way of being with others that opens up new possibility, and encourages people to take new action on what is important to them.** When people participate on teams, they are learning skills and ways

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of being that translate directly into real life, making them stronger catalysts for love, connection, authenticity and transformation. In essence, being on a team is “part two” of being in a training!

The reason this is important is because, start to finish, *every single thing it takes to put on this training is within the context of enrollment*. First, you get to choose a way of being, or posture of the heart, that radiates invitation. Then, you get to enroll a core team of people into investing themselves into leading this team. Next, you will be enrolling a group of men and women into taking a stand for this training as the team. After that, all of you will be investing a huge amount of time having enrollment conversations with dozens, if not hundreds, of people - being curious, asking questions, listening for what’s important to them, talking about whether this training might be a good fit for them, and supporting them as they encounter resistance and obstacles to “getting into the room.” Finally, as the sponsor and captain, you will get to enroll your team over and over into new ways of being with themselves and others, in order to make the vision (this training) happen. All of this will require you to set down any notion of “selling” the training or that people should do it because they “need” it, or because you think it’s a good idea. There is no manipulating or forcing in enrollment. Enrollment requires us to empty ourselves of agenda (what you think others should do) and embrace vision (asking others what they believe God is leading them into). It is a truly humbling process.

The Flourishing-Life Pathway: The Flourishing Training, Breakthrough Training and Legacy in Action

In the same way that the context of this training is enrollment, we believe that all of **life** is about enrollment. Because of that, we have designed this training series to be a huge catalyst for people to have transformation in their lives, and to become what we call master enrollers. In the Flourishing Training, people have the opportunity to become aware of the limiting stories and beliefs that they have been living in (up until now) and to choose new, powerfully resourceful stories about love, trust, forgiveness, vision and hope for the future. The Flourishing Training is about getting off automatic and engaging creative

new strategies to flourish in life. In the Breakthrough Training, people have the opportunity to become aware of their impact and effect on others, and to learn to choose a different way of being to produce a different result, in any given moment. They elevate their leadership and their effectiveness to the next level as they become practiced at enrolling others into new possibilities such as hope, engagement, leadership, love, and connection. In the three-weekend Legacy In Action Training, participants declare an unprecedented vision for their lives, and spend three focused months enrolling themselves (over and over) and others into taking effective action on their vision.

Through the Flourishing and Breakthrough Trainings, participants realize that it only takes a moment to shift the thoughts, attitudes, beliefs and ways of being with people that open up new possibilities. The Flourishing Life realizes that it takes deep commitment and daily practices to turn those new possibilities into the long term transformation that people desire. The increased clarity regarding one's purpose, vision and calling is what fuels this life-long commitment. All of these trainings dwell in the reality that transformation lives in enrollment.

To support you and your team in becoming master enrollers and embracing the traits of enrollment (versus sales techniques) during this team experience, we have collected a large amount of material for you to access. We highly recommend that you go to the website and watch the enrollment videos, listen to the art and science of enrollment audios, and read through the enrollment information at the end of this manual. These will be of great use to you and your team. Additionally, your coach is available to support you in orienting your team around being enrolling.

Are you ready to create a life-changing training?





HERE WE GO!

Getting started: First steps and best practices

- ✔ **Contact TheFlourishingLife.org** and make a request for the specific date you wish to book your training. Determine who your coach and trainers will be for the weekend.
- ✔ **Contact your coach** as soon as possible and set up weekly meetings (conference call or video call). If one hasn't been assigned to you yet, contact TheFlourishingLife.org. In the ways that you are open to coaching, your team will be open to receive your coaching.
- ✔ After a time of prayer, invite someone to be your team intercessor. Although it may feel counterintuitive to take this step before all other structures are in place, we believe that prayer is “the bottom floor,” or foundation, of every decision and interaction you will make as a leader. For a thorough explanation of the role of team intercessor, [click here](#).
- ✔ Connect with other sponsors in your area and share your vision for the training. Ask them to support you in hosting information meetings, enrolling participants, spreading the word via social media, and attending the graduation on Sunday. Ask for any tips or tricks they have garnered for trainings in your region and best locations to hold the training. Your willingness to connect with others will be mirrored by your team and by participants in the training.
- ✔ Book your training at the venue of your choice. For room specs for the training, see the Room Specs worksheet online or the Sponsor Grounding document.

Specific team requirements


Before you get too far along, it's important to take note of exactly what you are requesting of everyone that will serve on your team. In a nutshell, here is what you are asking people to wholeheartedly commit* to during this 8-to-10 week team process:

-  First and foremost, every person on the team will be asked to commit to enroll a number of participants into the training. Each person gets to choose the number they will commit to. Enrollment is the lion's share of the work in putting on a training.
-  All team members are required to attend all three team meetings, to be in attendance during the full training weekend, and to be on time for all meetings - just like in the training.
-  All team members are required to attend weekly coaching calls with their team communication groups and to be on time for all calls.
-  Core team members will participate in one additional meeting, help enroll team members, and complete their specific jobs.

* On occasion, these expectations may be negotiated on a case by case basis. In general, these negotiations can prove to be distracting, confusing, and frustrating for the team, so we recommend you choose wisely. We highly recommend that physical attendance at the first team meeting is mandatory.

Enrolling the core team

A key step towards building a great team is enrolling your core team, which consists of five positions: Sponsor, intercessory captain, team captain, confirmation call captain, and administrative captain. For a detailed description of each role, see Core Team Roles on the website. These core positions will be filled by people who exhibit love, leadership and organizational skills in their lives. A core team position is one step above the responsibility of being on team - not only will they be enrolling people into the training, but they also have specific duties that will require an additional investment of time. It is highly recommended that people on the core team have been a part of at least one other team.

-  Gather the people who will serve on the core team through phone calls, referrals from past sponsors, or social networking. You can also send out an invitation to the local grad base, see who is interested in being a part of the team, and choose your core team from those that respond.

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Ask each member to complete this homework and email it to you before the meeting:

My vision for serving on the core team is...

I am going to participate by...

Enrollment to me means...

Thirty people who I envision being in the training, and who I will contact are...

What gets in my way with following-up with people that matter to me is...

The action that I'm committed to take to overcome this belief is...

The new ground I am committed to take in my life is...



Choose a date and time for you all to get together at a core team meeting. This meeting can be in-person or by conference/video call. Set aside between 1-3 hours.



The purpose of this time is three-fold: Create authentic community with one-another by sharing what God is up to in your lives, create a shared vision for the upcoming training, and launch a plan to enroll the team.

The core team meeting








When you have assembled your core team, gather them together for a time of fellowship, connection and purpose. Some teams choose to share a meal, some meet in a home or church, and some meet via phone call or video conference. However you choose to come together, here are the things to accomplish during that time:

- 1** Create a time of intimacy and connection by sharing what God is up to in your lives. As you presence authenticity and vulnerability you will begin sowing what will later be reaped during the training (Galatians 6:7 “Do not be deceived: God cannot be mocked. A man reaps what he sows”). You may choose to use the homework questions as conversation points.
- 2** Create a shared vision for the training. Out of your conversation, see what themes are rising. You may choose a specific anchor verse from scripture or a theme that you will weave throughout the process. Pray for the team and the process.
- 3** Discuss and plan how you will enroll the team. Each person should commit to connecting with specific people. Include how you will reach out to the grad base via social networking, community emails, phone calls or other pathways. The team should have a healthy balance between first-timers and experienced team members. A Flourishing Training team should have between 14-20 members including the core team, and the training can hold up to 200 participants. An Breakthrough team normally has up to 15 team members, and the training can hold up to 50 participants.
- 4** Set the dates of the team meetings so that potential team members are clear about what they are committing to. There should be between 8-to-10 weeks between your first team meeting and the weekend of the training.

Enrolling the team

Congratulations! If everything has gone smoothly, so far you have set dates for the training, met with your coach, secured a facility, partnered with an intercessor, enrolled a core team, met to create community and vision, and chosen dates for team meetings. Next up is to enroll the team of people who will come alongside you and breathe life into the vision you have set for your community.

There are many ways to go about gathering your team. Ultimately, you and your core team get to be as creative as possible with how you enroll your team. At the end of the day, nothing works as well as reaching out through a personal phone call or meeting. Some ways to reach out to others include:

-  Sending an official letter to the local grad base. This is done via emailing Kris Kile at The Flourishing Life and giving her your letter content. She will then access your local grad base and send an email. Include the dates/locations of the meetings, dates/location of the training, the homework you'd like them to complete, and that a large part of team process is inviting people to come to the training. Give the name of a person to contact if they are interested. You can access sample team letters [here](#).
-  Reconnecting with people who were in your training
-  Calling grads you know
-  Reaching out to others you have served with on teams
-  Making a list of people your core team knows and has served with
-  Get recommendations from past sponsors and The Flourishing Life leadership
-  Social network connections like Facebook and Instagram



Key action: Regardless of how you choose to reach out and contact people, be sure you or a core team member has an initial in-depth conversation with each person (even if they have served on a team before). Inquire what God is up to in their lives, how their lives are working, what has opened up for them since their training or last team, and how being on this team would integrate with their vision in life right now. Ask in no uncertain terms if they are up for the rigor of an intensive team experience where they will be talking to a lot of people and inviting them to the training. Ask if they will commit to all three team meetings and the full training weekend. Asking these pointed questions UP FRONT will save much confusion and grief later on, and will insure people are clear about the expectations you are asking them to commit to. If you experience any doubt that they might not be a good candidate to serve on the team right now, thank them for the conversation and invite them to pursue other ventures that would be supportive to them right now. Clarity equals power.

My vision for serving on the core team is...

I am going to participate by...

Enrollment to me means...

Thirty people who I envision being in the training, and who I will contact are...

What gets in my way with following-up with people that matter to me is...

The action that I'm committed to take to overcome this belief is...

The new ground I am committed to take in my life is...

Ask each potential team member to complete this homework and email it to you before the first meeting:

A few points:



If someone isn't sure if being on the team is for them, invite them to complete the homework and come to the first meeting. They can hear more about the team process and what the expectations are going to be on the team. At the break you can ask if they'd like to opt in or out, and then move forward from there.



First-time team members may not have any idea of what the term enrollment means. Let them know it's not a problem, and that they will hear more about it at the meeting.

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Key principles of the team process

Before you begin your first team meeting it is important that you have a clear idea of the fundamental principles that support the team process so that you can weave them in, from start to finish. Please take the time to fully understand these principles so you can embrace and communicate them as a leader with confidence. Additionally, please go ahead and use this material directly in your meetings.



We are creating flourishing






By now you've read or heard that term several times here at The Flourishing Life. Maybe you even listened to the podcast that Kris and Ennio posted that really expanded the notion of flourishing and why it's important to us as believers ([click here to listen](#)). As a training company we are essentially committed to three things. We exist to invite and equip people to:

- ✓ **Flourish in their lives and relationships**
- ✓ **Flourish in their calling, or vocation**
- ✓ **Be a catalyst for creating flourishing in others and the world**




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Our heartfelt desire is for others to reflect God's image of goodness and love, thus fulfilling their original purpose as described in Genesis. But what does that look like?

In the Old Testament, the concept of flourishing is best described by the Jewish word shalom. Shalom denotes a right relationship with God, with others, and with God's good creation. It is the way God intended things to be when he created the universe. Biblical scholars tell us that shalom signifies a number of things, including:

-  **Salvation**
-  **Wholeness and integrity**
-  **Soundness and well-being**
-  **Community and connectedness**
-  **Righteousness and justice**

In most of our English Bibles, we translate shalom as peace, but it means much more than just an absence of conflict. The idea of flourishing as shalom in the widest sense of the word is a significant theme in the Old Testament. In the Bible shalom means universal flourishing, wholeness, and delight – a rich state of affairs that inspires joyful wonder as its Creator and Savior opens doors and welcomes the creatures in whom he delights.

-  When the Lord brings shalom, there is prosperity (Psalms 72.1-7).
-  There is health (Isaiah 57.19).
-  There is reconciliation (Genesis 26.29).

- ✓ There is contentment (Genesis 15.15; Psalms 4.8).
- ✓ When the shalom of the Lord is present, there are good relationships between the nations and peoples. God's shalom has a social as well as a personal dimension (1 Chronicles 12.17-18).

And, if you remember from your trainings, each experiential exercise is crafted to bring about a specific, sacred aspect of flourishing and shalom.

2

We are creating life-changing teams

Being on a team is an opportunity for accelerated growth and accelerated pursuit of one's calling. Every single thing we do on a team is designed to teach and train people in disciplines and skills that are translatable into every other area of their life. Remember how we tell people in the trainings that, "this is not a training...this is your life?" The exact same thing is true during the team process. This is not simply about an eight week team process... **this is about the integrity and state of your entire life.** If you allow it, the team can change your life by becoming greater catalysts for connection, hope, faith and love.

Essentially, we are doing three key things on a team:

- 1. Creating a training**
- 2. Offering teams an opportunity to deepen their learning and application of key distinctions and practices**
- 3. Offering team members an opportunity for accelerated growth**

The way we accomplish all of this is through hands-on practice of transformational disciplines and practices. We integrate distinctions such as promise, commitment, investigating current reality, making requests, casting a vision, recalibrating, going-again, asking for forgiveness (vs. saying, "I'm sorry"), offering forgiveness, being clear, having difficult conversations, presencing new

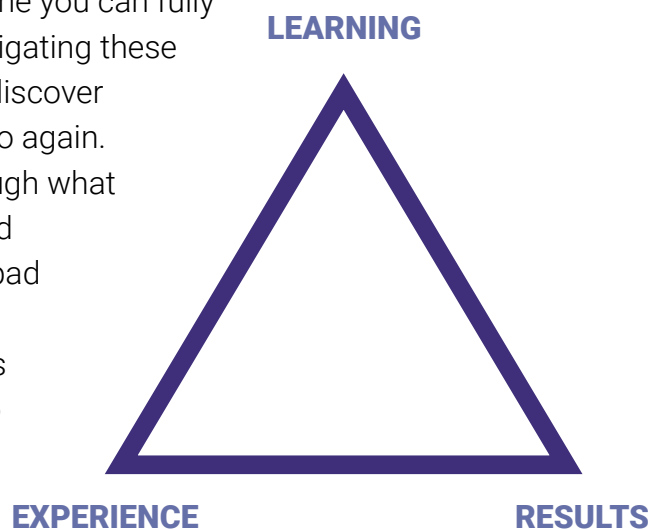
ways of being with others, trusting, holding-in when things get tough, taking care of your buddy and teammates, completing what we start and celebrating what we accomplish. Every one of these distinctions comes directly from the trainings and directly from the Bible.

3

Current Reality – the triangle of learning, experience, and results





One of the most powerful transformational distinctions is to embrace current reality. Current reality is a term that simply means what is actually so..what is true...what is really happening...what is the current state of affairs. If you recall day four of the Breakthrough Training, we spend time on the “triangle” activity. We draw a big triangle and on each point we write the words **LEARNING**, **EXPERIENCE**, and **RESULTS**.

The idea is that at any point in time you can fully embrace current reality by investigating these three arenas, and use what you discover as a catalyst to recalibrate and go again. Investigating current reality through what you are leaning, experiencing, and creating (results) is a launching pad for deciding what new attitudes and actions will come next and is benchmark for transformation to occur. You will be emphasizing and working with the triangle during your second team meeting, but will be weaving in this distinction from day one.



KEY PRINCIPLES OF THE TEAM PROCESS

The way this will happen is that during the first team meeting, members will be asked to identify several things:

-  What new ground are you committed to taking in your life?
-  What unresourceful attitudes are present in your life that you are committed to shift?
-  What new way of being with others (kindness, patience, courage, etc.) are you committed to shift to when you notice these unresourceful attitudes?
-  What specific results are you committed to create (how many people will you enroll into the training)?

Then, when members come together for the second team meeting, you will investigate the current reality of the team by asking:

1. What are you **learning**, specifically?
2. What are you **experiencing**, specifically?
3. What are the **results** you are producing, specifically? (In the physical world, this looks like the number of yeses, nos, maybes and registrations you have received).

Too often, teams will address these things at the first team meeting and then never revisit it. But when this is done effectively, people begin to see that everyone has limiting attitudes and ways of being that get in the way of what they value, and that they can shift those ways of being anytime they choose. They begin to understand that they can apply this learning to their whole life. Whatever is happening with their enrollment conversations is a reflection of what is happening in their life. A willingness to investigate this process helps them shift in life, identify the ebbs and flows, and to recalibrate their attitudes and actions whenever needed. You get to emphasize that what we are working on as a team is translatable to all arenas of life and that these are foundational disciplines in living transformationally.

A key point is to have people remain **neutral** as they assess these things... the temptation is to swing in one of two directions - to decide that it's unimportant

and doesn't matter (which can sound like, "this is stupid, it doesn't matter, I choose to disengage"), or to grind it out in performance mode, creating an experience of suffering throughout the process. Neutrality allows us to look openly with curiosity at our current reality, refrain from judging ourselves or others, and to simply adjust what needs adjusting. The discipline we are practicing is living in the **tension between results and vision** and allowing that tension to propel us forward rather than stop us. You get to encourage your team to relax into the tension and learn from it rather than avoid it.

4

Focus on what's important

It's important for coaches, sponsors, team captains and teams to "major in the majors and minor in the minors". Essentially, you don't need to get bogged down by any one detail, conversation or point of view. Instead, you get to keep your eye on what's really important by asking big-picture questions like:

- ✓ How engaged is your team? (Hint: Take a look at the numbers, they reveal almost everything you need to know.)
- ✓ Are you on-course to achieve your team vision?
- ✓ Where are team members getting stuck or hung up?
- ✓ What is needed to interrupt any stuckness to re-engage your team? Right now?
- ✓ What are the most important actions you and the team could take in the next 24-48 hours to engage your vision?

Coach the team where they are and set them up to win.

One of the most simple, powerful things you can do is to be aware of how your team is doing, both in the mental/emotional realm and in the physical realm. It's crucial to coach the team where they are. This will require listening to where they are and how they're doing, and coaching them from there. When necessary, you can backfill what might have been left out, remaining fluid and flexible as a leader. Rigidly following an agenda can leave a team feeling confused and ungrounded, unsure of what to do next. At the same time you definitely need to stay mindful of your agenda items and times because these meetings require some skill to cover everything needed. The goal is to set the team up to win. Essentially, this is done by accomplishing three basic things in the three team meetings:

- 1.** Creating clarity regarding the team process and what they are committed to ([first team meeting](#)).
- 2.** Investigating current reality and the gap between it and the vision. Then, determining what shifts are needed in order for the collective vision **and** individual visions to turn out ([second team meeting](#)).
- 3.** Repeating number 2 (above) again **plus** creating clarity regarding the actual training schedule and logistics, with a view towards staying the course and finishing well ([third team meeting](#)).

We will go over the details of each team meeting in the next section.

5

The basics of transformational living

The gift of what we offer at TheFlourishingLife.org is the opportunity to effectively create transformation. Our vision is that every person live out the apostle Paul's exhortation in Romans 12:1-2, "Therefore, I urge you, brothers and sisters, in view of God's mercy, to offer your bodies as a living sacrifice, holy and pleasing to God—this is your true and proper worship. Do not conform

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to the pattern of this world, but be transformed by the renewing of your mind. Then you will be able to test and approve what God's will is—his good, pleasing and perfect will."

With these powerful words as our foundation, we have woven together practices and distinctions from scripture, specifically the life of Jesus, that have been causing transformation in the hearts, minds and lives of individuals for over two thousand years. We joyfully bring them to you and your team to continue the legacy. The following is a list of what we consider **basics of transformational living**—practices and heart-attitudes that leave us open to the workings of the Spirit. As always, because these apply to the team process **and** life, they are foundational to the team process:

- ✓ Understanding that everything we do is to serve our ability to **love others well**
- ✓ Having a compelling **vision**
- ✓ **Enrolling** others into your vision, and into their own vision, to thrive
- ✓ A commitment and willingness to **embrace current reality** at all times
 - ➔ The Triangle of Integrated Learning: Results, experience and learning
 - ➔ Awareness/awakening disciplines: Self-observation, self-reflection, contemplation
- ✓ Noticing current reality in relation to vision and recalibrating
 - ➔ Going again
 - ➔ Taking committed action
 - ➔ Releasing judgments—they skew perspective and listening

KEY PRINCIPLES OF THE TEAM PROCESS

- ✓ Asking for and receiving feedback: Feedback is the superhighway of transformation!
- ✓ Connecting to head, heart and body (cognitive, emotional, instinctual)
- ✓ AND...living ALL of this out in authentic, committed community!

Enrollment

6

For many of you, *enrollment* may be a new term. Regardless of your familiarity in the area of enrollment, you will spend a lot of time working with your team around enrolling others, and we have plenty of resources available for you and the team.

In simplest terms, **enrollment is a way of being and engagement with others that opens up new possibilities** that weren't seen before. It's about presenting yourself in such a way that when people are with you, they feel refreshed, cared for, challenged, loved, and **compelled to take new action towards their vision**. In essence, all of life is enrollment. All of this team process is enrollment. All of facilitating trainings is enrollment. All of marriage and parenting is enrollment... and so on!

For the purposes of this team, we frequently refer to enrollment as the ways of being, conversations, and results that you are having with people in regards to coming to this training. At all times, you are **being an enroller**, which means being:

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Open



Committed



Curious



Courageous



Caring



Focused on ***their*** vision

(taking their next most important step in life)

Contrast that list to being a salesman, which can look like being:



Agenda-driven
(you have to do this)



Forceful



Pushy
(I did it, so you should do it)



Focused on **your** agenda
(getting them into a training).



Needy
(just trust me...you'll love it)

When you are in *salesman* mode, which is **ABC** (always be closing), people will sniff it a mile away if all you want is to “get someone into the training.”

The five-step path of enrollment

Many times, people will ask how they should go about having conversations to invite people to the trainings. While there is **no formula** (there never is), there is a simple pathway to having great, vibrant, supportive conversations with potential participants. The five touchstones on the path are:



Relate



Discover



Advocate



Invite



Act



Relate

Creating relationship and connection is the playground for all great enrollment conversations. At all times, you get to be FOR the other person, deeply connected, and fostering authentic relationship. **Be A Yes!** Be curious, caring, and open to what's true for them, and what God has laid on their heart. Have humility and really drink in the wonder of the other person. When you start a conversation with someone, make sure you have established rapport in that

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particular conversation before diving in with questions, or your agenda for the conversation. Create connection first. Usually this is very simple. Check in with them and actually listen to what they are saying. Connect with them first. Most of the time, this only takes a few moments. But, if something is up for them, it gives you an opportunity to connect to what is going on for them in that moment at the beginning of the conversation. They will usually feel connection if you practice this simple discipline.



Discover

During your time with the other person, you get to be in discovery of what is important to them in life right now. This will require you to ask LOTS of questions and be truly curious! You get to listen and pay attention to what they're saying or not saying. Listen to their language and see what it reveals (scarcity or abundance, hope or defeat, etc.). Listen for their longings, complaints, pain points, what's true for them, and what they think is standing in their way. Don't be afraid to ask the obvious questions! A large amount of time might be spent in discovery, and that's ok. **In every conversation, your mission is to listen until you are clear about their greatest longing or vision in life right now.**



Advocate

When you are 100% clear about what is most important to them, you have an opportunity to advocate for their hopes, vision and dreams. You will do this by

inviting them to consider **what it would be like if they could HAVE the thing they WANT**, and questions are the vehicle that will get you there: What's the thing you've given up on? What if you could have the relationship with your spouse you've always dreamed of? If you could live the next twenty years of your life with passion and excitement, what would that look like? How would it feel? What if you could actually slide into your size six jeans again? Ask them to describe it to you... because during a weekend at a TheFlourishingLife.org training, many, MANY things can become possible for them!



Invite

Once you are clear about their vision, and they are getting excited about what it could look like to make it happen, go ahead and invite them! Make a clear, concise, simple invitation: **Would you like to come to the training?**



Act

As people are considering attending the training, you get to invite them to take actions that will assist them in moving forward with the process. For example, some requests for action might be: Would you consider coming? Would you be willing to ask for the time off? Here's the brochure...could I call you tomorrow to hear your thoughts? Do you think you could register by tomorrow? Would you be willing to ask people to financially support you? What steps do you think

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you need to take to make this happen? Will you come to the information meeting? Essentially, **you get to craft unique requests** based on the needs on the person you are enrolling. Again, there is no formula.

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the three team meetings

General information about the meetings

Now that you have a fully assembled team, all of your infrastructure is in place, you have read through the key principles of the team process, and you are prepared to take the lead in generating huge transformation for your team, it's time to gather your team together for your on-site meetings. **There are three team meetings.** You should schedule the first one 8-10 weeks before the training. The third meeting is typically 1-2 weeks before the training. Schedule the second one about half way in between them. **Each meeting will last between three and a half to four and a half hours,** depending on different elements you may opt to include. For the purposes of this manual, we have created outlines and timelines for 4-hour team meetings. Optional components that would extend your meeting time would include adding a meal to the schedule, lengthening the enrollment workshop, having people generate their enrollment list on-site, on-boarding the team to the online team page, and generally adding any other agenda items that the team might need. For the sake of example on the timelines, we have each meeting running from 6pm-10pm but you may schedule your meetings for any time of day.

What's included in this manual?

We've include three different resources for you to run your team meetings.

- 1. General notes** for each of the three team meetings. These will serve as an overview of the big-picture of what needs to be covered at each meeting.
- 2. Expanded** team meeting schedules which include details, exercise suggestions, nuances and how-to's. This format will guide you through

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exactly what to cover and how to cover it during the four hours. It's a great resource for newer sponsors and captains, but also a great refresher and grounding for seasoned leaders.

- 3. Simple** schedules which outline the essential elements and timelines for the meetings. These are great to print out and have handy during the meetings to keep you on-task and on time.

General notes for the first team meeting

Regardless of how long you have already been working to bring this training to fruition, when the team gets in the room together for the first time a little bit of magic happens—energy is high, old friends connect, and curiosity and excitement run high. As the leader you join in, leverage the energy, and focus it for the awesome purpose of creating a training.

To boil it all down, your primary mission for the first team meeting is to:

- 1.** Create a rocking **authentic community** dynamic among the team
- 2.** Generate **clarity regarding the commitments** each member is making and what they are at stake for creating - this includes what are they committed to learn, new ground they will take, what unresourceful attitudes they will interrupt and shift off of, what resourceful attitudes they will shift to, and how many people they will enroll into the training
- 3.** Get people clear on the **team vision** for how many they will collectively enroll into the training
- 4.** Ground the team in the basics of **enrollment** so that their conversations are successful and fruitful

Tips



Always have a timed check-in period at the beginning of each team meeting to check in with each member there. Listen to their current state of mind and state of being. That helps you **know the context** of what you will be speaking into—if you don't know the context, then all

you will be operating out of is your assumptions. To facilitate this, it's critical to start the first team meeting with a check-in round. We built that into the schedule for you.

- ✔ **Shifting:** During the team process, team members will create transformational experiences by “shifting” attitudes, perceptions and ways of being, just like in the training. In the meeting, they will commit to shift off of an unresourceful attitude or way of being that they currently presence in life, into a resourceful attitude or way of being that will support them in taking their new ground.
- ✔ Each member will commit to creating **measurable results**—this is the number of registrations they are at stake for.
- ✔ Decide ahead of time who on the core team will lead specific parts of the meeting. Each person should lead with their strengths. It doesn't have to look a certain way. Usually, the sponsor and team captain conduct the meeting. Who does what is your choice. How much each person does is often influenced by how familiar they are with the process. For example, if you are a seasoned sponsor and have a brand new team captain, the sponsor would typically handle more of the meeting than the team captain. But, you can figure this out with each other and bring in your coach for input also, if you choose.
- ✔ Decide ahead of time on the **mechanism for accountability** to support people going forward, and implement it at the first meeting. Start those meetings the first week.
 - ➔ **Buddies** - Typically a seasoned team member is paired with a newer team member to care for, investigate current reality, and hold each other to their vision throughout the team process. How long they meet and talk on the phone is up to them.
 - ➔ **Communication groups/small groups/triads** - The team will be broken down into small groups of 3 or more to meet weekly. Typically a seasoned team member is designated to facilitate the conversation which centers around how people are holding to their vision, how many conversations have they had, how enrollment conversations are progressing and what resourceful ways of

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being need to be adopted. Groups are free to meet in person, on teleconference or videoconference and typically meet weekly for 30-60 minutes.



You are going to be expected to lead your team in an hour long enrollment workshop where you ground your team in what it means to be enrolling, and to have successful conversations about this training and life. We highly recommend that you do some reading and watch the videos about enrollment (located on your team page), and listen to the Art and Science of Enrollment audios. The team will be looking to you as the expert. Suggestions to support you:

- ➔ Read the resources at the end of this document in the section titled [Enrollment](#).
- ➔ Watch both [enrollment videos](#) accessible from your [team page](#) or at: thefLOURISHINGlife.org/enrollment/
- ➔ Make a plan of how you are going to present this to the team. Include an exercise or some experiential practice for them.
- ➔ Listen to the [audios](#) on Enrolling accessible from your [team page](#) or at: thefLOURISHINGlife.org/enrollment/

The key to the first team meeting enrollment conversation is to **keep it simple**. Don't try to teach everything in one hour. Focus on the five-step path to enrollment and have plenty of time for Q and A. Give them some simple examples on how to start conversations about the training, without merely broadcasting about the training. Make sure the team knows how to access the enrollment videos and audios we provide on the team resources page.

The great art of the first team meeting is to have people get committed to specific results (numbers of enrollments for self and team) and not see it as either a sales quota (if you fail, you're fired...) or as a New Year's resolution (who cares, everyone breaks them!). There is a tension in this and that's okay. You get to coach people to **not make this about their identity**—nobody is a failure or is unlovable if they miss the mark. Transformation calls us to take a look at the results, refrain from judging, then simply choose new actions and ways of being to go at it again, with the underlying attitudes being **commitment, optimism and tenacity**.

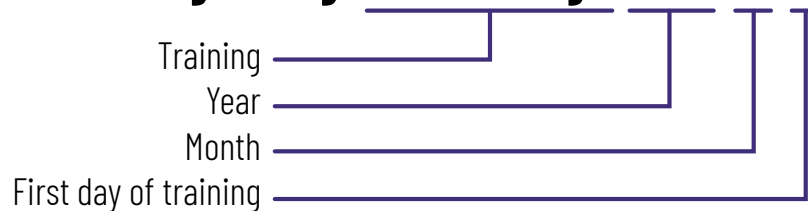
Also in the first meeting, create clarity as to what we mean by “being at stake for.” We are at stake for the promises and commitments we make, meaning we are tied to them in a deeply personal way - they hold us to our vision. At the same time, there is no guarantee that things will turn out the way we envision, yet it is an invitation to give ourselves FULLY to the process from start to finish with absolute commitment. That is integrity. Being at stake for our vision is a **full-faith commitment** that is not influenced by circumstances, how we feel about it when it gets difficult, or the obstacles that stand in our way.

Finding Your Team Page

Typically, your coach or a TheFlourishingLife.org staff member will send you a link to your individual training’s team page. If you did not receive that link or cannot find it, you can use the following formula to derive the link and access your team page.

Note the following:

<https://theflourishinglife.org/breakthrough-2023-01-19>



- ➔ The month and the date of your training will always be two digits (e.g. January = 01, February = 02, etc.).
- ➔ The date used is the first day of your training—the day the participants arrive. In the example above, the participants will arrive on January 19, 2023.
- ➔ The training terms used are: **flourishing** for the Flourishing Training, **breakthrough** for the Breakthrough Training, and **legacy** for Legacy In Action.

First team meeting - Expanded schedule*

* Note: This schedule doesn't contain breaks or meals. Add them in wherever you'd like and adjust the schedule accordingly.

6:00-6:20 Welcome - team vision and vision for training

- ➔ Prayer captain: Open in prayer
- ➔ Sponsor: Welcome, thank you for being part of this journey and this mission
- ➔ Sponsor or captain: Take 2 minutes and give the team a general roadmap of the evening. Let them know the highlights of what you will be covering.
- ➔ Sponsor and captain: Share why you are sponsoring/captaining this training
- ➔ Both share your visions for the training and the team
- ➔ Invite team members to be intentional about championing, challenging and encouraging each other
- ➔ Be real with each other - no cordial hypocrisy. Have this experience be about being with each other—fully immersed in each other's lives, releasing judgments as you go. That will include being real about your team enrollment, buddy and connection commitments, and your struggles during this process. No cover ups!
- ➔ Invite people to consider being a leader in this work
- ➔ This is about being a catalyst in the communities we are a part of, and bringing the hope of transformation to those we love, lead and work with
- ➔ Our goal is to have a full training, filled with well-enrolled participants who are there to play a big game, AND...to experience transformation ourselves and as a group!

6:20-6:50 Team member check-in: Listening to the team

This is the time when each team member shares why they are interested in being on the team and their vision and commitment. Refresh the team on the triangle of learning, experience and results by drawing it on an easel. Designate a timekeeper and give each person 2 minutes total to share (depending on the size of the team, you may have to adjust the time). Tell them they can take less than two minutes but time will be called at the two minute mark for each person. Have these written on the easel ahead of time to look at:

My vision for serving on this team...

The learning I am committed to is...

The experience I am committed to cause with others is...

The results I am committed to creating are...

6:50-7:10 What is authentic community?

First, this is an opportunity for you to presence authenticity, to set the tone and create the context for the rest of the team. Share what it means to be authentic. Contrast authenticity to covering up, hiding, or allowing yourself to be partially known. Some options to engage this conversation:

- ➔ Ask the team what authenticity means to them
- ➔ Ask what strategies they use to cover up instead of choosing authenticity, and write the list on the easel. You could also ask for the prices they pay.
- ➔ Ask why authenticity is a foundation of transformation?
- ➔ Ask how authenticity will support them in being an opening for others in life? In inviting others to this training?

Team vision - three team commitments and group discussion

7:10-7:25 The first two team commitments - new ground and new way of being

Now is the time to get the team clear on the specific commitments they will make. This will serve a two-fold purpose: **(1)** To foster transformation in their own lives and **(2)** to bring people into the trainings to foster transformation in their lives.

Tee-up

Give an example of the new ground you are committed to and an attitude that often gets in your way that you are committed to pay special attention to interrupting during the team experience. Identify the resourceful attitude you are committed to shifting onto. Explain that there are many possible resourceful attitudes that may work—they get to choose.

For example, if the attitude I am interrupting is impatience, there are multiple resourceful attitudes I can shift onto, such as patience, care, curiosity, openness, love, etc. Then, the entirety of the time I am on the team, I stay especially aware of this internal dynamic, especially when I am feeling stuck or stressed.

Tip

As people go through this and declare their new ground and attitudes, you may need to coach them a bit to make sure they are specific and on point. Any coaching you offer needs to be very, very succinct. There is not adequate time for anything other than simple, quick suggestions or coaching.

On an easel, have the following questions written out ahead of time. Have the team administrator take notes on each person's commitments. The administrator will compile the information and make a team commitment document, which will be sent to each member after the meeting. See the note below about how to tee-up this process. Then, give each team member one minute to stand and complete the following sentences:

The new ground I am committed to take in my life during my team experience is...

The attitude that gets in the way for me and that I am committed to interrupt and shift off of is...

In order to open up new possibilities, the attitude I am committed to shift into is...

Have people give an example of the new ground they are committed to take in their life during their time on the team.

It can be anything that is especially important to them at that point in time. It could be disciplining themselves to have a quiet time each morning, to be more creative, to be demonstrably more kind and patient, or to start exercising, etc.

This is the first team commitment—to foster transformation in their own lives.

The second team commitment—to bring people into the trainings to foster transformation in their lives.

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7:25-8:00 The third team commitment: Results - number of registrations

At this point in the meeting, team members are asked to commit to a specific number of registrations, or people that they will enroll into the training.

Stress that this is not a legalistic process, rather a process of love and transformation. Transformation lives in the details, and by making a promise, each person will give themselves fully, in whatever ways are needed, to make their individual vision happen. **AND**...when we add up all the individual numbers, we will arrive at **a team vision**—a large number of people that we all agree that we will give ourselves to fully until we reach that number.

Ask people to choose a number that is a stretch for them, that will take them out of their comfort zone. At the same time, ground them in reality: If it takes conversations with approximately seven different people to reach one registration, committing to ten registrations is essentially committing to conversations with 70 different people. *Don't be under any illusions*: Mass emails, announcements at church, and Facebook posts generally yield ZERO registrations. Actual conversations will likely be required.

Also, emphasize that although it's usually the case that people choose a number based on specific people they think they can enroll in the training... that it's also usually the case that many of those specific people won't sign up for various reasons. The number commitment remains nonetheless and this is where the new ground and creating possibilities with others really comes into play! It will cause team members to stretch in new ways. Once their original plan for who they think will attend falls by the wayside, they then get to be creative and resourceful, and start operating beyond their initial assumptions. .

- ➔ Ask each team member: **How many registrations** are you at stake for? (third team commitment)
- ➔ Tally up the individual numbers to reach the **team number**.
- ➔ Then, ask the team to come to **agreement**:
- ➔ How many paid registrations will they have **by the second team meeting**? (Each individual can choose their own number, then tally them up).

THE THREE TEAM MEETINGS

- ➔ Have them also agree on a number they are committed to **by the third team meeting**. *This process helps create enrollment urgency coming out of the first team meeting, and interrupts procrastination.*

	Total	2nd Team Meeting	3rd Team Meeting
Susan	4	1	3
Jack	6	2	4
Margo	2	1	1
Simon	9	4	5
Jason	5	1	4
Brent	4	2	2
Macenzie	7	4	3
Jane	8	3	5
Christin	5	3	2
Matt	2	1	1
Kris	15	5	10
Russ	3	1	2
Danielle	4	1	3
Total	74	29	45

During this activity, write the names of each member on an easel, then write the number of registrations they are committed to. Tally it up at the bottom to reach the total team vision.

Note

The **Flourishing Training has the potential for 200 participants**, so with a Flourishing Training team, the **total of the individual** team member commitments will be the team commitment. **The Breakthrough Training holds a maximum of fifty people**, so if the total of the team's individual registration commitments exceeds fifty, you can note that number and explain that the training will be capped at fifty people. If the number of registrations exceeds fifty, you can start a waiting list in case a person who already registered drops out before the training starts. If you cannot accommodate the entire waiting list, then give those who registered after the training is full the option of rolling their registration over to the next training you schedule, or refunding their money and notifying them when the next training occurs so they can re-register.

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8:00-9:00 One hour Enrollment discussion and workshop*

* We allot a full hour for the enrollment section—you could shorten it, if needed.

When it comes to the team process, enrollment is the big game. It's the major focus from this point forward. Consider that you are about to ask your team to have hundreds of conversations where they will be listening deeply for openings for transformation for other people, inviting them to the training, navigating objections, and supporting enrollees in overcoming obstacles in getting into the room. You will want your team to be knowledgeable and well-grounded in the basics of enrollment and how to set up successful conversations with others. Use any mixture of the written resources, optional exercises or videos during this time, plus your past experience.

Enrollment workshop

What is enrollment? A way of being—being with someone in such a way that it opens up possibility, and compels them to take new action on their own vision.

We believe that the trainings will serve nearly every single vision and are a valuable resource to people having what they want.

Cover the basic pathway of enrollment: Relationship, Discovery, Advocate, Invite, Action. Include who is a good candidate for the training, how to start a conversation about the training, how to make a direct invitation, and how to support enrollees in doing what it takes to get fully registered.

Use the enrollment resources at the end of this document to craft a personalized enrollment workshop for your team.

9:00-9:10 Accountability: How we stay purposefully engaged and track progress

* If time is running short, you can do this via email instead of in person.

Explain to the team that to support us in our team vision and individual visions, we have several tried and true processes to increase engagement and track our progress. Ask them to keep an open mind and to trust the process. Ask them to notice any resistance to accountability and to commit to releasing any resistance when they notice it.

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- ➔ Ask each team member to generate a **list of 30 people** that they will have enrollment conversations with and invite to the training.

Optional activity: You may choose to take 5 minutes right now to have them get started. Stop them after one minute and ask if they are editing their list. Have them continue...unedited. Stop after two minutes and ask:

- ➔ Are you avoiding certain names because, “they won’t want to go, don’t have enough time or money, etc.?”
- ➔ Are you avoiding the people you don’t think “need” the training- whose lives are working well and who they would really feel stretched if they had an enrollment conversation with? Are you leaving people off? Ask them to continue, unedited...without making people’s minds up for them.
- ➔ Introduce the team to the [enrollment grid](#) on their [team page](#).
- ➔ Ask them to completely fill in their section of the enrollment grid within 24 hours, including their list of 30 names
- ➔ Explain how we will break down the snapshots of what we are producing throughout the process.

Explain enrollment grid **Status** drop-down definitions:

- ❗ **Registration** (REG) = fully paid with form completed
- ❗ **Yes** (YES) = someone has agreed to come to the training, but hasn’t registered, OR has submitted a registration form but has not yet paid
- ❗ **Possibility/Maybe** (POS) = you’ve HAD the conversation and someone has agreed to think about it
- ❗ **No** (NO) = you’ve HAD the conversation and the response was “no, thank you.”

Explain enrollment grid **Invited** drop-down definitions:

The invited list records the number of people they’ve had conversations with that do not yet fall into one of the status categories: yes, no, registration, or possibility/maybe.

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! **Yes** = A conversation has taken place and an invitation to the training extended

! **No** = A conversation has taken place and an invitation to the training was NOT extended

! **Blank** = No conversations has taken place

Ask each team member to ensure that the grid is updated by Sunday night (or night of your choosing, or every night) every week so that a clear picture of current reality is always available

➔ Some team members may think they can't think of 30 people, or that this requirement is excessive. How you explain this commitment will have a lot to do with how it is received. This is an opportunity to be creative and to think outside the box on who they are committed to talk to about the training. Invite people to take this period of time and have a deep focus on intentionally connecting with people in their lives about things that matter in life, and to interrupt limiting conversations about what they see possible. This does not mean they have to have two-hour conversations with thirty different people. It means they are committing to reach out to at least thirty people to connect and invite them into a deeper conversation regarding the training and what they are up to in their life, with the full intent of reaching their registrations commitment.

9:10-9:25 Layering in accountability: Pick buddies or set up small groups*

* If time is running short, you can do this via email instead of in person.

Invite people to consider that all great adventures include accountability and support, including this one. They will have two to three additional people that they will be intimately connected with throughout this process called team communication groups. *Note: In addition to the team communication groups, you can choose to have buddies and set them up however you like. You could do a mingle where they choose the person they know the least, pair an experienced member with a newer member...whatever you like. When putting together your communication small groups of 3-4, we recommend you form

the groups ahead of time. Have a designated seasoned facilitator for each group (these should be people who have enrolled many people and are skilled in the art of enrollment—**the facilitators will also join the weekly core team coaching call**). Ask them to meet every week together via phone or video conference for 30-60 minutes and to use the triangle of learning, experience and results as the format for the calls. Focus the calls around three questions: What are you learning, what are you experiencing, and what specific results are you creating?

- ➔ Pick buddies/set small groups
- ➔ If time allows, give them 5-7 minutes to sit together, share a bit about themselves, and choose a set weekly meeting time and way to connect

9:25-9:45 Final housekeeping items

- ➔ Introduce them to their [team page](#). Urge each person to spend the time and go over every single thing that's in the team page within 24 hours of the team meeting. The resources are there for them, and will support every person on the team. Ask them to [bookmark](#) the link. The answer to 99% of their questions can be found on that page.
- ➔ Explain the **registration process** ([Flourishing Registration Flow](#), [Breakthrough Registration Flow](#)). Use the link and forms from the [team page](#). **Do NOT give enrollees the link to the ACTUAL TEAM PAGE! Repeat.**
- ➔ Explain what a **fast** is. A fast is a commitment to abstain from something that tends to be a strategy for avoidance. That could be something as simple as not drinking coffee, or it could be abstaining from hurriedness by committing to a daily morning quiet time. It could be fasting from alcohol, chocolate, or anything they use to distract and disconnect. The purpose of the fast is to support them in being present during the inevitable challenges they will experience during their time on the team, and to draw them closer to God and his provision for them. The fast lasts from the end of the first team meeting until the team grounding the night prior to the training. **Ask each person to declare a fast** during the team process. Request that they enter it onto their page

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on the [enrollment grid](#) within 24-48 hours, or to email it to the captain.

- ➔ Address any **team positions** that remain unfilled and need to be assigned prior to the third team meeting, including administrative captain and support call captain (no assistant or co-captain positions exist anymore). Ask for volunteers for doorkeeper captain and food captain so they can begin to enroll grads to help fill those needs. See the **team jobs** on the [Flourishing Training Resources*](#) page or the [Breakthrough Training Resources*](#) page for descriptions.

* These pages are password protected. The password is 'legacy'. Links to these pages are also available in the footer of the thefourishinglife.org website.

- ➔ Set any on-site or virtual **information meeting** dates and locations, if you choose to do so. We have a detailed outline to follow if you schedule information meetings to invite potential participants to. Additionally, you can ask your coach to host a virtual meeting.
- ➔ Go over next two **team meeting dates** (remind them that meetings start on time)
- ➔ Go over **training-weekend time commitments** (team grounding the night before the training, plus early am through late pm during each day of the training). Dress code during the training is business-casual
- ➔ Inform the team that during the actual training, each team member will have one or more **jobs** to attend to, for the training to run smoothly. Those jobs will be assigned during the third team meeting, except a few that will be chosen during the second meeting due to needing more prep time (doorkeeper captain, food captain, and music person)

9:45-9:50 Communication reminders

- ➔ Team communication calls weekly
- ➔ Stay connected with your buddy

9:50 Close in prayer

First team meeting - Simple schedule*

* This schedule doesn't contain breaks or meals. Add them in wherever you'd like and adjust the schedule.

6:00-6:20 Welcome - team vision and vision for training

- ➔ Prayer captain: Open in prayer
- ➔ Sponsor and captain: Welcome, thank you and vision

6:20-6:50 Team member check-in: Listening to the team

- ➔ My vision for serving on this team...
- ➔ The learning I am committed to is...
- ➔ The experience I am committed to cause with others is...
- ➔ The results I am committed to creating are...

6:50-7:10 What is authentic community?

- ➔ Ask the team what authenticity means to them
- ➔ Ask what strategies they use to cover up instead of choosing authenticity, and write the list on the easel. You could also ask for the prices they pay.
- ➔ Ask why authenticity is a foundation of transformation?
- ➔ Ask how authenticity will support them in being an opening for others in life? In inviting others to this training?

Team vision - three team commitments and group discussion

7:10-7:25 The first two team commitments - new ground and new way of being

- ➔ **The new ground I am committed to take in my life during my team experience is...**
(first team commitment)
- ➔ **The attitude that gets in the way for me and that I am committed to interrupt and shift off of is...** (second team commitment)
- ➔ **In order to open up new possibilities, the attitude I am committed to shift into is...**
(second team commitment)

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7:25-8:00 The third team commitment: Results - number of registrations

- ➔ Ask each team member: **How many registrations** are you at stake for? (third team commitment)
- ➔ Tally up the individual numbers to reach the **team number**
- ➔ Then, ask the team to come to **agreement**:
- ➔ How many paid registrations will they have by the **second team meeting**? (Each individual can choose their own number, then tally them up).
- ➔ Have them also agree on a number they are committed to by the **third team meeting**. *This process helps create enrollment urgency coming out of the first team meeting, and interrupts procrastination.*

8:00-9:00 One hour Enrollment discussion and workshop*

- * We allot a full hour for the enrollment section - you could shorten it, if needed

Use the enrollment resources at the end of this document to craft a personalized enrollment workshop for your team.

9:00-9:10 Accountability: How we stay purposefully engaged and track progress

- * If time is running short, you can do this via email instead of in person.
- ➔ Ask each team member to generate a **list of 30 people**. Stop after two minutes and ask:
 - ➔ Are you avoiding certain names because, “they won’t want to go, don’t have enough time or money, etc.?”
 - ➔ Are you avoiding the people you don’t think “need” the training- whose lives are working well and who they would really feel stretched if they had an enrollment conversation with? Are you leaving people off? Ask them to continue, unedited... without making people’s minds up for them.
- ➔ Introduce the team to the **enrollment grid** on their team page.

9:10-9:25 Layering in accountability: Pick buddies or set up small groups*

* If time is running short, you can do this via email instead of in person.

- ➔ Pick buddies/set small groups
- ➔ If time allows, give them 5-to-7 minutes to sit together, share a bit about themselves, and choose a set weekly meeting time and way to connect

9:25-9:45 Final housekeeping items

- ➔ Introduce them to their **team page**.
- ➔ Explain the **registration process**. Use the link and forms from the team page.
*Do NOT give **enrollees** the link to the ACTUAL TEAM PAGE! Repeat.*
- ➔ Explain what a **fast** is. **Ask each person to declare a fast** during the team process.
- ➔ Address any **team positions** that remain unfilled.
- ➔ Set any on-site or virtual **information meeting** dates and locations.
- ➔ Go over next two **team meeting dates**.
- ➔ Go over **training-weekend time commitments**.
- ➔ Team jobs to be assigned in third meeting, except a few that will be chosen during the second meeting due to needing more prep time (doorkeeper captain, food captain, and music person)

9:45-9:50 Communication reminders

- ➔ Team communication calls weekly
- ➔ Stay connected with your buddy

9:50 Close in prayer

General notes for the second team meeting

The second team meeting is a time for connection, exploration and planned action. Most of the meeting is centered around the learning triangle, which is foundational for personal transformation—examining what teammates are learning, experiencing and creating (results). It's also a time to ground the team in how to do confirmation calls (for the Flourishing Training) or support calls (for The Breakthrough Training), and to fill some key roles for the training itself. Team members should come away from the second team meeting with a clear sense of current reality (how many enrollments they have so far), the distance they have to go to achieve their individual and team visions (how many more registrations), and a detailed plan of how they will bridge the gap.

Notes

- 1.** The confirmation call/support call workshop can be done either in the second team meeting or as a conference call. Usually it is done during the second team meeting. Thirty minutes is adequate for the workshop, which is typically done by the confirmation/support call captain.
- 2.** Team jobs (the jobs that members will fill during the training) will be assigned in the third team meeting with the exception of administrative captain, food captain, doorkeepers (Breakthrough only) and the music person (in case music and sound equipment needs to be borrowed or acquired ahead of time). These few roles require more lead time, and it's supportive to get that sorted out earlier.

Tip

If the team is displaying indifference, resistance, entitlement, etc. in a way that is stopping momentum and results, both the second or third team meetings can be used for a clearing time (having the conversations that need to be had and getting things out in the open to bring reconciliation and freedom), or a withhold mingle (having team members address anyone they have been holding judgements against, for the purpose of reconciliation and movement). Be aware that most of these concerns can usually be resolved in 1-to-1 conversations ahead of time, and that opening an issue for the whole team to discuss can take up a lot of time.

The primary goals for the second team meeting are:

1. Continue to cultivate **authentic community** with the team
2. Explore what people are **learning and experiencing**, and what specific **results** they are creating
3. Get clear about how many registrations the team has so far, how many more they need to reach their **personal and team vision**, what might be getting in their way, and create a detailed plan to bridge the gap
4. Ground the team in how to do **confirmation/support calls**

Second Team Meeting – Expanded Schedule*

* This schedule doesn't contain breaks or meals. Add them in wherever you'd like and adjust the schedule as needed.

6:00-6:10 Welcome

- ➔ Prayer captain: Open in prayer
- ➔ Sponsor/captain: Share the four primary goals for the meeting (see above)

6:10-6:40 Current reality check: The learning triangle (two minutes each)

This is the time to check in with the team and to examine current reality. This conversation should give you a good snapshot of where each individual is, and where the team is, as a whole. Briefly refresh the team on the triangle of learning, experience and results by drawing it on an easel and let them know that you will be exploring each domain. Designate a timekeeper, have each person stand, and give them 2 minutes total to share (depending on the size of the team, you may have to adjust the time). Tell them they can take less than two minutes but time will be called at the two minute mark for each person.

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Have these written on the easel ahead of time to look at:

What's working?

What's not working?

What are you experiencing?

What are you learning?

What are your results?

*What are your internal
conversations about all
of this?*

6:40-6:50 Current reality check: The specific results we are creating

This is a time to check-in and get really clear about where the team stands with enrollment, how they have been relating to it, and what new actions need to occur to have the vision happen. As the captain, set a tone of non-judgemental inquiry. Invite the team to assess the results with curiosity and to resist any temptation toward shame.

Current reality check: Gesturing vs having it happen (discussion)

Land the distinction between merely gesturing at someone or something, and having it happen. Gesturing is reaching partway or giving it a half-hearted effort, which stems from a victim mindset (I'm doing the best I can...). Having it happen stems from a responsible mindset (I am fully responsible for all of the results I generate in life) and bears the fruit of connection, result, completion, sacrifice, and dying to self. Invite them to consider where they might be gesturing in this process. Open discussion questions:



In what ways have you been gesturing towards your vision and in what ways have you been having it happen?



What ways of being, attitudes, or behaviors are you noticing need to shift?



How will pressing through these challenges and shifting support you in taking the new ground you desire for your life?

6:50-7:45 Current reality check: Numbers (On the easel)

Talk with the team about the benefits of getting clear on reality *nonjudgmentally*. Invite them to look at all of this neutrally...no judgment (nobody has failed or is bad or is a disappointment)... and also no dismissal (the numbers do matter, and are a reflection of what's happening on the team). The numbers are simply data in their current reality that can help them craft a path forward to accomplish what they have committed to, in terms of registrations. This is about looking, noticing the results (feedback), making course corrections, and going again. Just like a sailboat will "tack" over and over to stay on course, we do the same.

Current reality grid





Draw a grid/spreadsheet on a sheet of easel paper (do this ahead of time, to save time during the meeting.) Include headings for registrations, yes's, maybe's, no's, conversations had, and conversations still to be had, then write your own personal numbers in the first row. Don't include a space for each person's name—we are not looking to call people out or induce shame, we

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just want to take a non-judgmental snapshot of where the team is at. Have everyone go up and fill in their own numbers. Then, tally the numbers at the end.

REG	YES	POS	NO	Conversation had	Conversations to be had
2	3	5	11	25	18
3	1	7	21	37	12
0	0	9	3	12	21
0	2	1	3	8	7
1	1	2	16	27	16
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
6	7	24	54	109	74

Ask the team:

-  What occurs to them as they look at the numbers? What do they notice?
-  What wins can they celebrate?
-  What gap exists between this snapshot and their vision?
-  What do they think is needed for them personally, when they look at their row?



What potentially useful resources or strategies haven't they thought of, and how will they implement them?



What will finishing strong look like?

Strategize how to finish well and bring in registrations. Use information meetings, teleconferences, meet-ups, social media, increased rate of motion, creating additional lists of people to talk with, going-again with the “maybe’s,” reaching out to the grad base, etc. The team gets to go all-out and do whatever it takes to make it happen!

7:45-8:30 Enrollment

Use this time to cover some enrollment basics and to address any areas of enrollment you think the team may need. By now you probably have a sense of where the team is strong and where they are struggling. Listen to what is needed, then utilize the enrollment material at the back of this manual. Talk again about the five steps of enrollment: Establish rapport, discovery, advocate, invite, action. Also, how to initiate a conversation if anyone is still struggling with that. Additionally, talk about how to successfully navigate objections. Set up a role-playing scenario if you think that would be helpful. Use any elements of the enrollment workshop that will be resourceful. Sometimes a simple question and answer time can be tremendously helpful, both for new and seasoned team members. You can even consider inviting your coach into the meeting for 30-to-45 minutes to host an enrollment conversation and Q&A—get creative!





Remind the team that all of life is enrollment: Marriage is enrollment, parenting is enrollment, a career is enrollment, changing the world is enrollment. Because of that, what we are working on here in this clearly defined effort to produce a training is a prime learning ground for them to gain more mastery in the art and science of enrollment, so they can apply what they are learning in all areas of their life.

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8:30-9:00 Communicatin group check-in: Exploration in authentic community*



* You may want to have these either on the easel for people to look at while they are in their groups, or printed out on a piece of paper for each person.

Have the team break into communication groups and each share what they are experiencing, learning and accomplishing in regards to:

-  Taking their new ground they declared in the first team meeting
-  Shifting from their unresourceful attitudes to resourceful attitudes to create action
-  What is wanted and needed in their enrollment efforts in order to have their registration commitments happen for this training
-  Honoring their fasts

9:00-9:30 Confirmation/support call grounding

This section is usually led by the confirmation or support call captain, but doesn't have to be. Anyone who is fluent in the confirmation/support call process can ground the team. Resources and information regarding these calls can be found on your team page.

-  Offer the team an **overview** of what the confirmation/support call is, why it's important, and what role it plays in helping participants get full value out of the training. Let them know that these calls are a second enrollment conversation, in a way—it's their role to help participants get clear about their vision for the training, and to come into the training ready to play big!
-  Walk the team through the process of how to do a confirmation/support call using the **online call form** (which has the script embedded in the form, as well as blank spaces to type into when you receive their answers).

- ✓ Explain who should receive the form once it's completed, and who should be notified that the call is complete.
- ✓ Discuss **red flags** (see your [team page](#) for info) and the process for handling that (inform your coach of any red flags as they arise!)

9:30-10:00 Housekeeping

During this time, wrap up any loose ends and have the team make note of important dates.

- ✓ Discuss and schedule info meetings, both local and virtual. Have each person commit to bringing a certain number of guests to the meetings.
- ✓ Determine or assign the roles of food captain, music person, doorkeeper (if Breakthrough Training), and administrative captain (if not covered yet). Note that the rest of the team jobs are covered in third team meeting.
- ✓ Inform the team of the schedule for the training
 - ➔ Team set up 6:00 pm Thursday/Flourishing or Wednesday/Breakthrough
 - ➔ As of 7:00 am the morning of the training, the team captain in charge. Please run all questions and details through the team captain. Team jobs will be complete by about 10:30 pm each night
 - ➔ Saturday schedule: 8:00 am to around 10:30 pm
 - ➔ Sunday schedule: 8:00 am to around 10 pm or whenever tear down is complete
 - ➔ Meals are provided
- ✓ Engage your buddy as an important resource! Stay connected to each other.

Second Team Meeting – Simple Schedule*

* This schedule doesn't contain breaks or meals. Add them in wherever you'd like and adjust the schedule.

6:00-6:10 Welcome

- ➔ Prayer captain: Open in prayer
- ➔ Sponsor/captain: Share the four primary goals for the meeting (see above)

6:10-6:40 Current reality check: The learning triangle (two minutes each)

- ➔ What's working
- ➔ What's not working
- ➔ What are you experiencing?
- ➔ What are you learning?
- ➔ What are your results?
- ➔ What are your internal conversations about all of this?
- ➔ What limiting conversations can you interrupt and reframe into conversations for possibility?

What's working?

What's not working?

What are you experiencing?

What are you learning?

What are your results?

What are your internal conversations about all of this?

6:40-6:50 Current reality check: The specific results we are creating

Current reality check: Gesturing vs having it happen (discussion)

Open discussion questions:

- ➔ In what ways have you been gesturing towards your vision and in what ways have you been having it happen?
- ➔ What ways of being, attitudes or behaviors are you noticing need to shift?
- ➔ How will pressing through these challenges and shifting support you in taking the new ground you desire for your life?

6:50-7:45 Current reality check: Numbers (On the easel)

Current reality grid

Ask the team:

- ➔ What occurs to them as they look at the numbers? What do they notice?
- ➔ What wins can they celebrate?
- ➔ What gap exists between this snapshot and their vision?
- ➔ What do they think is needed for them personally, when they look at their row?
- ➔ What potentially useful resources or strategies haven't they thought of, and how will they implement them?
- ➔ What will finishing strong look like?

REG	YES	POS	NO	Conversation had	Conversations to be had
2	3	5	11	25	18
3	1	7	21	37	12
0	0	9	3	12	21
0	2	1	3	8	7
1	1	2	16	27	16
<hr/>					
6	7	24	54	109	74

7:45-8:30 Enrollment

Use this time to cover some enrollment basics and to address any areas of enrollment you think the team may need.

8:30-9:00 Communication group check-in: Exploration in authentic community

Have the team break into communication groups and each share what they are experiencing, learning and accomplishing in regards to:

- ➔ Taking their new ground they declared in the first team meeting
- ➔ Shifting from their unresourceful attitudes to resourceful attitudes to create action
- ➔ What is wanted and needed in their enrollment efforts in order to have their registration commitments happen for this training
- ➔ Honoring their fasts

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9:00-9:30 Confirmation/support call grounding

- ➔ Offer the team an overview
- ➔ Walk the team through the process of how to do a confirmation/support call using the online call form. Discuss red flags

9:30-10:00 Housekeeping

During this time, wrap up any loose ends and have the team make note of important dates.






- ➔ Discuss info meetings
- ➔ Determine or assign the roles of food captain, music person, doorkeeper (if Breakthrough Training), and administrative captain
- ➔ Inform the team of the schedule for the training
- ➔ Engage your buddy as an important resource! Stay connected to each other.

General notes for the third team meeting

There is a special kind of energy that surrounds a third team meeting. The energy is growing, as the training is usually only a week or two away and people are excited to see their loved ones in the training room. Additionally, there may be some energy around enrollments. If people are feeling disappointed with the enrollment process or their personal performance, you may need to create a shift from low energy/disappointment to engaged and finishing strong. Whatever the case, be encouraging and positive as you champion your team!

- * **Before the third team meeting**, connect with your core team and assign team jobs for the training. You can find descriptions of the **jobs** on the [website](#). Scroll to the footer at the bottom of the home page, and on the right you will see [Flourishing Resources](#) and [Breakthrough Resources](#) in small print. Click on one of those links and enter the password: **legacy**. All the materials you will need for the actual training can be found there. It's helpful to provide each team member with an actual print-out copy of their jobs.

Tips

-  Always start with another round of current reality check in. For most people, this is only the second time they have considered this in a group setting
-  Focus on finishing well, and tying up any loose ends. Completion is a theme of this meeting
-  Address team jobs during this meeting (rather than the second team meeting), with the exception of the admin, food and doorkeepers, which need more lead time.
-  Clarify any questions and cover details regarding the team schedule during the training, team jobs, and confirmation/support call details
-  Again, both the second or third team meetings can be utilized for a clearing time or a withhold mingle, if the team is displaying indifference, resistance, entitlement, etc. in a way that is stopping momentum and results

The primary goals for the third team meeting are:

- 1.** Continue to cultivate authentic community with the team
- 2.** Generate an up to date summary of enrollment and strategize the enrollment plan for the last week
- 3.** Update on confirmation/support calls
- 4.** Empower the team to finish strong, take big risks and to keep the energy and intentionality high until the very end
- 5.** Acknowledge and thank the team

Third Team Meeting – Expanded Schedule

6:00-6:15 Welcome

- ✓ Captain welcome and appreciate the team. Share some special words of love and thanksgiving for all their hard work
- ✓ Open in prayer and/or with worship music

6:15-6:45 Team check-in (2 minutes each)

As in the first and second team meeting, engage the triangle of learning. Have each team member stand and share for two minutes. Write these on the easel ahead of time to save time.

What are you learning?

What has your experience been?

What result(s) have you noticed?

Or—if you'd like to introduce a different framework for people to share, have them share:

What's working?

What's not working?

*What's wanted or needed
for things to turn out?*

* For each person, the team response is to affirm, support, and acknowledge. The goal is CONNECTION!

6:45-7:15 Withholds/confessions (only as needed)

You may take more or less time, as needed. If you notice or hear that there is discord amongst team members, open up a space for clearing. Invite people to confess any judgements, assessments, or issues they are holding against anyone else on the team. Clearing up these things **before the training** begins is paramount, as whatever the team is sowing will be reaped in the training. People may also choose to confess broken agreements, which then frees them up to receive forgiveness. Encourage brief interactions that aren't focused on emotions or drama.

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7:15-8:30 - Confirmation call update and administration update

Have the confirmation call captain get clear with the group about any outstanding calls, where they are in the process, and what is wanted and needed to bring them to completion. Try to have all calls complete before room set-up, as it is distraction for the team to be working on that while focusing on the training. Seasoned grads from across the country can be leveraged or kept on-deck for last minute calls. Talk with your coach if you want support around this.

Have the administrative captain get clear with the group about which enrollees have outstanding paperwork. If follow-up is required, have the person who enrolled them reach out and tell the participant what paperwork still needs to be completed. **No one is allowed into the training unless their paperwork is complete, including doctor's signatures for the Breakthrough Training.** Note that none of this is a cause for distress...how registrants handle their paperwork is simply how they are handling their lives. Is it complete? Last minute? Causing panic? Regardless of what the registrant is doing, the team gets to remain relaxed and consistent with the process. It is not the team's job to find solutions – it is the team's role to support the participant in finding their own solutions.

8:30 – 9:00 – Current reality





Unless the training is completely full, go ahead and chart your registration update on the easel, just like you did in the second team meeting (registrations, yes's, maybe's/possibilities, no's cons had, cons still to be had). Re-ground the team in non-judgementally assessing the situation so they can look at current reality with curiosity.

At this point with only one or two weeks before the training, coach each team member to wrap up all their loose ends and bring all their conversations to completion.

REG	YES	POS	NO	Conversation had	Conversations to be had
4	5	7	15	33	13
3	3	2	27	39	5
2	2	4	12	25	7
3	3	3	9	19	8
2	2	1	10	30	4
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
14	15	17	73	146	37

9:00-9:30 Bringing it to completion

Using the information you gather from the initial team check in and the numbers on the enrollment grid, assess and **provide whatever your team needs** at this point to be successful. Bear in mind that all teams are different, and what might be needed for one team may be completely different from your last team. Be agile and perceptive, and adjust as needed. Some options for how to proceed include:

-  Review enrollment basics – use the material at the end of this manual to support and back-fill what is needed for your team. If they're struggling with how to overcome obstacles and objections, work with that. If they're struggling to set up those last few conversations, remind them of the enrollment pathway, etc.
-  Talk about how to find the gold in conversations—meaning creating clarity as to what the person is interested in working on in the training.
-  Break into team communication groups and discuss next steps to maximize enrollment conversations into final registrations. Clarify final registration commitments for the final week.
-  Have every team member write the names of any last possibilities on an easel sheet. Work through the names one by one, inquiring into exactly what is wanted and needed to bring the conversation to completion. Use the time to land enrollment distinctions for the whole team. At the end of the time, there should be a specific plan in place for every single unfinished conversation.

Final declarations: Re-convene with the entire team and **re-declare registration commitments** for the final weeks. Have people get really clear about the number they are committed to enrolling over the final days. This may or may not be what they previously committed to. Write the final team number on the board and create a lot of excitement around it!

9:30-9:45 Team jobs

Explain to the team that each person will have one or more jobs in the room during the training. Each job is vitally important to the running of the training

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and should be taken seriously. Ask them to get so completely clear about their jobs that they become the authority of the role—in essence, they are like the CEO of that job. Pass out the job descriptions and also direct people to the resource pages on the [website](#) for digital explanations of each job. Keep extra input from experienced team to a minimum. You have 30 minutes and you need to keep it focused!

Hand out job sheets as assigned

*** Note that the marked jobs require pre-training work!)**

Time keeper - The timekeeper should be a highly organized, competent team member who is comfortable keeping the entire team and training on-track. This is not the time to have someone who wants to “become better at time keeping” try and step up. This is a pivotal role and should be one of the first jobs assigned.

Charts and signs* - This person is responsible to locate, produce or pick up the charts and signs before the training.

Name Badges* - Templates for the name badges are found on the online resource page. Name badges need to be ready by team grounding the night before the training.

Music* - The music person should be clear about what equipment they need and is responsible for locating, transporting and setting up/taking down of the equipment.

Supplies/special needs & communion* - requires purchases before the training

Food* – The food captain makes sure that the team and trainers are fed during the weekend. They should find out if anyone, including trainers, have food restrictions ahead of time.

Popsicle sticks* (Breakthrough Training only) – Supplies will need to be purchased ahead of time.

Small group leaders – Small group leaders should be the people on the team who would do the best possible job coaching and guiding the participants. They are generally experienced in leading, coaching or training. There is small

group leader grounding on the night before the Flourishing Training because of the extent of the job in the room. Additionally, there are documents that need to be printed out before the training begins for the sgl's to use.

Extra dyad partner

Greeters (2-3)

Lights

Log keeper – determine in the team meeting who will bring a laptop to the training.

Chairs

Mic runners (2)

Usher(s)

Scribe – Be sure to have a good set of markers and two easels available for the training.

People counter

9:45-10:15 Final takeaways (2 minutes each)

Invite your team to really focus on finishing the team process with energy and vitality. Transformation calls us to maintain energy and passion until the very end, and to live in integrity. Contrast this to fading out, slowing down, flying below the radar, and just waiting for it to be over.

IN ORDER TO FINISH STRONG:

- ➔ What big risks are you resisting?
- ➔ What new attitude do you need to shift to as a resource?
- ➔ What action(s) will you take? What specifically will it look like?
- ➔ Do you need support and, if so, what?
- ➔ Are you open to let your small group know how it resulted?

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10:15-10:30 Appreciation

A powerful transformational distinction is giving the gift of appreciation. Appreciating someone is a way of honoring them for who they are and their contribution to the world. Spend the last portion of your team meeting bringing the gift of appreciation to your team. You may choose to give each member a gift, have a card with words of blessing for each one, set up a time for them to openly appreciate each other via a mingle or a conversation, or any other create way you'd like to engage it. Lavish your team in encouragement and love!

10:30 Close in prayer

Third Team Meeting – Simple Schedule

6:00-6:15 Welcome

- ➔ Captain welcome and appreciate the team.
- ➔ Open in prayer and/or with worship music

6:15-6:45 Team check-in (2 minutes each)

- ➔ What are you learning?
- ➔ What has your experience been?
- ➔ What result(s) have you noticed?

Or...

- ➔ What's working?
- ➔ What's not working?
- ➔ What's wanted or needed for things to turn out?

* For each person, the team response is to affirm, support, and acknowledge. The goal is CONNECTION!

6:45-7:15 Withholds/confessions (only as needed)

7:15-8:30 - Confirmation call update and administration update

8:30 – 9:00 – Current reality

REG	YES	POS	NO	Conversation had	Conversations to be had
4	5	7	15	33	13
3	3	2	27	39	5
2	2	4	12	25	7
3	3	3	9	19	8
2	2	1	10	30	4
<hr/>				<hr/>	<hr/>
14	15	17	73	146	37

9:00-9:30 Bringing it to completion

Using the information you gather from the initial team check in and the numbers on the enrollment grid, assess and provide whatever your team needs at this point to be successful.

- ➔ Review enrollment basics
- ➔ Talk about how to find the gold in conversations
- ➔ Break into team communication groups
- ➔ Have every team member write the names of any last possibilities on an easel sheet.
Make a specific plan in place for every single unfinished conversation.

Final declarations

9:30-10:00 Team jobs

Hand out job sheets as assigned

*** Note that the marked jobs require pre-training work!**

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Time keeper

Charts and signs*

Name Badges*

Music*

Supplies/special needs & communion*

Food*

Popsicle sticks* (Breakthrough Training only)

Small group

Extra dyad partner

Greeters (2-3)

Lights

Log keeper

Chairs

Mic runners (2)

Usher(s)

Scribe

People counter

4:15-4:45 Final takeaways (2 minutes each)

In order to finish strong:

- ➔ What big risks are you resisting?
- ➔ What new attitude do you need to shift to as a resource?
- ➔ What action(s) will you take? What specifically will it look like?
- ➔ Do you need support and, if so, what?
- ➔ Are you open to let your small group know how it resulted?

4:45-5:00 Appreciation

Lavish your team in encouragement and love!

5:00 Close in prayer

SECTION FOUR

Enrollment Resources for The Flourishing Training, The Breakthrough Training, and Legacy in Action

* All the material below is applicable for The Flourishing Training, The Breakthrough Training and Legacy in Action. Feel free to use this entire section however you like. You can print it out and give it to your team, go over it in the meeting, make charts, have discussions, role play, have them read it ahead of time, or use it to put together a workshop in your team meetings. Again, the more you engage your team in the conversation of enrollment, the greater the fruit will be.

[Audio and video files on enrollment](#) are available to support your team and can be accessed from your [team page](#).

Already Enrollers

If you think about it for a moment, you'll realize that every one of you is already a master enroller - you enroll people into things everyday! You enroll people into going to the movies, into eating what's for dinner, helping you move, joining your company, giving to your church and supporting your ministry. And if you happen to have children at home, you are a special breed of enroller: You're enrolling little people into following the family structure and values while encouraging them to grow and mature in their own values, which is no small task!

Enrollment is Purposeful Engagement

In simplest terms, **enrollment is a way of being** with others that **opens up new possibilities that results in new action**. You are having an enrollment conversation when you are curious about what is important to another person and what their vision is, and you invite them to take action to make their vision and goals happen. We believe that The **Flourishing-Life Pathway will deeply support almost every single vision** and that it will propel people towards what they desire, which is why most of the conversations you'll have will result in an invitation to attend the training. Enrollment is purposefully engaging with others and calling them to action for themselves.

A Successful Enrollment Conversation

What makes an enrollment conversation successful? If a person is inspired to take **new action** towards their vision—which may or may not include registering for a training - then the conversation has been a success. Ultimately, your goal is to bring someone to a clear decision about whether they will attend the training—either a yes or a no is perfectly fine as long as you have leaned into any difficult conversations that may be needed to really generate clarity for that person. If you find yourself shying away from certain people, struggling to make follow-up calls, or allowing yourself to be enrolled into scarcity conversations (see more on this below), then it's time for a shift. Think about it: In every conversation, you are either enrolling or being enrolled.

Enrollment is simply about bringing people from a place of NO possibility...to a place of INFINITE possibility. We bridge the gap from impossible to possible. It's about people saying YES to themselves and YES to a vision for their life. If you find yourself being enrolled into anything other than possibility, simply anchor into what you are committed to cause, contact the person again, and go again.

The leap we are asking you to make as you serve on the team is to make a long list of people you imagine would be a good fit for the training and systematically work your way through the list, setting up enrollment conversations which will result in you explicitly inviting people to the training, and then navigating any obstacles that are in the way for them. Enrollment for

US is about dying to how it **should** look, and about stretching out. **You get to listen to what the other person is passionate about and then paint a picture of how the training will support them in achieving that.**

A Simple Framework for a Conversation - The Four W's

Many people are a little unsure of how to actually begin a conversation. One simple option is to use what we call The Four W's. Ask some version of these questions (be creative) in this order, and it will almost always lead you to an opening for an invitation to the training.

- ✓ What's **working well** in their life (job, marriage...)?
- ✓ What's **not working** well in their life?
- ✓ What do they **want**?
- ✓ What do they **need to do to** make it happen?
- ✓ And then offer an invitation: **Would they like to come to the training?**

Enrollment Killers

- ✓ **Broadcasting:** Simply telling someone about the training, how good it is, and how it changed your life will not effectively inspire someone to come to the training. The game is to get them thinking about their own life and vision, not yours. In general, if you are talking about the event before you know what's important to them, you have skipped a vital step. Re-anchor into the experience you are committed to cause, and spend time discovering what's important to them.
- ✓ **Coercing:** Pushing, forcing, insinuating that they have to go, or insulting any other thing they might be involved in is not what we are up to. We are inviting people to a future worth having, never forcing. If words like,

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“come on, just do it...” or “trust me, just do it...” are coming out of your mouth, you’re off base and you’ve skipped a step. Re-anchor into the experience you are committed to cause, and then get curious about what’s important to them.



Email blasts and website links: While it makes perfect sense to leverage emails, social media and the The Flourishing Life website as enrollment tools, solely **relying** on them almost never works out well. Sending someone an email that includes material on the training for them to “check out” is not enrollment. If you do send info about the training, make sure that you already know that they are looking for change in life, and/or tell them that you will follow up within a few days with a conversation.



Waiting until the last minute: From the moment you step foot in the first team meeting, the clock is ticking. You have 8 weeks (or less) to invite people to step into a life-changing experience that may require them to find childcare, adjust work schedules, make travel plans, and arrange the details of their lives. Every day you wait is one day less they have to make it happen!

Overcoming Objections


Part of stepping into this process is understanding that almost every enrollee will encounter some objections to coming to the training. This is not unusual and does not mean that you have done something wrong – it’s just natural for people to resist. Even when people are hungry for change in their lives and even say they want to come, they naturally resist the possibility of something new by looking at the circumstances. One way this shows up is in what we call “scarcity conversations.” A scarcity mindset assumes that there simply isn’t enough provision for them to get into the training, whether it be not enough time, money, vacation days, childcare, or any other thing that stands between them and the training. Here are several simple ways to support your enrollee in rising above their circumstances:




Abundance mindset: A powerful remedy for scarcity thinking is simply to “flip it” 180 degrees and ask them to choose an abundance mindset.

You can ask questions that invite them to consider that in God's economy there is ALWAYS provision. Ask...


- ➔ If there was enough (money, time, childcare, energy, etc.) for you to get to the training, where could it come from?
- ➔ Would you consider that almost *all worthy endeavors* require some work (think Noah, think Moses...)?
- ➔ What actions and what requests might you make of others to help you overcome your circumstances?

 **Acknowledging that they are enough:** Sometimes what stops people is the notion that they don't have what it takes to overcome challenging circumstances and that they are destined to settle for what they have. One way to interrupt resignation is simply to ask, "would you consider that you have everything it takes to get yourself into the room?" Or, "if you were enough, what actions would you take?"

 **Getting clear:** One way to navigate scarcity conversations is to ask, "If the (issue) wasn't an issue, would you want to come to the training?" If the answer is yes, then you can ask, "Would you be willing to commit to coming to the training, even though it might be a challenge to get in the room?" If the answer is yes, you've caused a breakthrough and you get to support them in making it happen!

Taking Action, Making Requests and Chunking it Down

Again, it's no problem that people may have some challenges to overcome in getting into the room. Sometimes we say that the "training starts when they say yes to coming," because the moment people take new actions with a new mindset, transformation is happening! Here are some coaching tips to support people in making it happen, no matter what the circumstance:

 **Own it:** It is not your job to "get" anyone in the room. It is your role to coach them to get themselves in the room – have them really own it! Have them make a list of all the steps they will take to overcome any and all obstacles. If you find yourself making calls, asking for donations,

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paying for them, or generally doing the work for them, you have been enrolled! You've been enrolled into their victim story that they don't have what it takes to do the job themselves. If you find yourself in that position, simply remind yourself of what you are committed to cause, and put the ownness back on them...where it belongs.



Make big bold requests: Making requests is a powerful act of transformation. Have your people make a list of all the people they get to ask to help them get in the room, including time off, financials, rides to the airport, etc. **AND**...have them create a timeline of when they will make these requests. **AND**...check in with them weekly or every few days to help them stay on course!



Financials – chunking it down: Sometimes people hear the financial investment and feel like it's too big a stretch for them. You can help by having them break it down into smaller chunks. For example...

- ➔ Who are 10 people they could ask for 50 dollars, to equal \$500 (or whatever they need)?
- ➔ Or switch it around... who are 50 people they could ask for ten dollars?
- ➔ What are 25 ways they could make 20 dollars?
- ➔ What are five items they could sell for 100 dollars each?
- ➔ How many extra hours would they have to work each week to generate the number they need? Better yet, when will they ask their boss if work will cover the financials for the training? It happens all the time – it's a leadership investment!

You get the idea. Generating five hundred dollars, ten dollars at a time is doable for anybody. Additionally, they can advocate for finding a roommate or bringing their own food to reduce costs. No matter what their plan, make sure you are calling and checking in every week or few days. Your presence can make the difference between them feeling forgotten, and them crossing the finish line!

Enrollment Workshop Material

* You can use the following material however you like. Do some chart work, make print-outs, have group discussions, and engage your whole team.

Context: *The enrollment frame vs sales frame*

Goal: To have people shift from broadcasting/selling, to enrolling via questions

Landing pads for enrollment: Love, curiosity, caring.

Enrollment is about learning what others are passionate about, and encouraging them to take action on their dreams. Enrollment flows from a way of being of LOVE VS...

Sales is about pushing what **you** are passionate about, onto someone else (yes, even if it is this really great training you think they should go to...). Sales

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flows from a way of being of control and arrogance...as if you know what's best for someone.



What does it feel like when someone is trying to sell you something?
What does it sound like?



How have you been relating to enrollment? What has been your way of being with others?

Step by Step Enrollment Process Workshop

Goal: To have team members remember their major takeaways and connect with what the training was about for them, so they can listen for what others are longing for and connect it to the training. To explain step by step how it might look to enroll someone.



STEP 1: Clarify

Get yourself clear about what the training offers

Ask your team to think back to their training.



What was your most life-altering take-away from being in that room?
(Name some of the exercises to get them going)

* Have someone stand at the easel and write these things down as people express them.

The Flourishing Training*



The ground rules: What did you discover about how you keep your word?

* Your team members may have attended this training under a different name—Reinvent or Explore Reality.

What was more important to you than keeping your word? Look good, feel good, be right, be in control, rebellion...

- ➔ **Trust exercises:** Did others trust you? How willing or unwilling were you to trust others?
- ➔ **The junkyard:** What had been anchoring you to the past? What healing did this training bring?
- ➔ **The hug line:** What opened up for you?
- ➔ **Most attractive/least attractive:** How did people experience you?
- ➔ **Red/Black:** (**If there are people on your team who haven't participated in the Flourishing Training yet, don't give away any spoilers*) What did you discover about how you play the game of life? Winning - Losing.
- ➔ **Survival chart and the flourishing chart:** You have a choice - you can react automatically to circumstances and people in life, or you can stop, get off automatic, choose a different response, and create the kind of relationships and life that you desire.

The Breakthrough Training

Living mirror: I experience you as...

The homework confront: How many of you completed your homework? If your buddy's homework isn't done, your homework isn't done...hold each other to the ground rules. Life stops when you don't do the work that's required.

The ground rules: How have you been keeping your commitments?

Lifeboat: What did you realize about how you were showing up in life?

Confessions: Participants in two arcs. Did you find freedom from confessing secrets that had held you captive?

Weeping and wailing: How were you transformed by being willing to enter into painful memories and extending forgiveness?

Giving/taking: What opened up for you in considering the fruit of giving and taking?

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Real-life answers from a team

- ➔ Intimacy with God.
- ➔ Came out from behind my husband.
- ➔ I realized I have a voice!
- ➔ Began to live in my calling.
- ➔ I had to face my past.
- ➔ I couldn't check out any longer.
- ➔ I embraced my childhood.
- ➔ I'm important! I matter to the world!
- ➔ I'm bold and brave!
- ➔ I viewed myself as taking, but realized I am often giving (or vice versa).
- ➔ Saw my true impact!
- ➔ Saw my value.
- ➔ Released perfection.
- ➔ Gained freedom from others expectations, perfection and being invisible.
- ➔ Became willing to be seen and show up in life!
- ➔ Find my voice and start the process of stepping into who God called me to be.
- ➔ Courage. Tools.
- ➔ Unapologetic for who I am.
- ➔ Breakdown brings intimacy.
- ➔ Learning to make requests.
- ➔ Revolutionized my relationships, made them balanced.
- ➔ I get to choose to look at my life ANY WAY I want.
- ➔ Became a strong leader for my team.



STEP TWO: Relate

Set up a meeting with your enrollee

Contact everyone on your list (and more!) and set up a time to talk. Carve out plenty of time to be fully present with each person.



STEP THREE: Discover

You must find out what is important to the person you are with

Because enrollment is about someone taking action toward their OWN hopes, dreams and vision, your job is to find out what is important in life right now, for the person standing in front of you. What are they up against in life? What is missing? What are they seeking?

How could you find out this information? **ASK questions.**

And as you are listening to them, begin to think about how some of their desires and obstacles might be addressed by the outcomes of the training! Listen for the training in what they are saying.

Here are some ideas about thought-provoking questions you might ask to get the conversation going:

* These are NOT in any order...just some ideas: Be creative! Ask what you really want to know!



What's up?

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- ❓ What's happening in your life these days?
- ❓ Are you where you want to be?
- ❓ What is the most important thing in your life right now?
- ❓ How are you coping with your wife's cancer?
- ❓ What challenges are you facing right now? (in your marriage, as a new parent, at the job, etc.)
- ❓ What is most satisfying about your life?
- ❓ Do you ever think about doing something else? Like what?
- ❓ What do you think is stopping you?
- ❓ What conversation do you think you really need to have with your (dad, husband, boss, neighbor, etc.)
- ❓ Now that your children are grown, are your relationships all that you want them to be?
- ❓ What do you think is needed for you to reach that goal?
- ❓ Why is that important to you?



STEP FOUR: Advocate

Connect their desires to the training

Once you are crystal clear about what is important to the person in front of you (intimacy, purpose, integrity, freedom, love, legacy, etc.), connect it to the

training. Tell them about the value that the training could create for them. It's fine to share for a few minutes about your experience, here.

Some ways it might sound:

- ➔ It sounds like what you are really after in life right now is _____ (fill in the blank).
- ➔ Is that accurate? Is that what you are saying? Am I hearing you correctly?

Well, there is a 3/4-day training coming up soon that is specifically designed to _____ (fill in the blank) that could be just the thing you are looking for to transform that area of your life. Would you like to hear about it?

Now that you've heard about it, what do you think?



STEP FIVE: Invite

Invite them to the training

For some of you this may be easy, and for others it may cause a moment of discomfort, but once you and your enrollee are clear about what they are wanting, **and** they understand the value of the training, you must make a clear, short invitation to attend. Ask the question, and then be quiet. Let them answer.

-  Would you like to come to the Flourishing/Breakthrough Training?

Now is not the time to mince words. **ASK THEM to come.**

Leaving them with, "OK, I will send you the link to the website" is not an act in the fullness of love. Fullness begets fullness.



STEP SIX: Objections

Help them handle any obstacles or objections

Refer to [Overcoming Objections](#) on pages 76 and 77 for a detailed way to engage objections.



STEP SEVEN: Take Action

Have them register

Once your enrollee commits to attend the training, you may have to walk them through the registration process, one step at a time. Think of a ladder, and each rung they climb gets them closer to the training. The rungs they need to climb might include: Checking with spouse, asking for time off work, completing the registration form, paying fully for the training (again, have them chunk it down into manageable pieces—be creative! Have them bring a \$50 check to you every week, etc.) acquiring childcare, handling transportation, and more. As the enroller, you are the point person. You get to walk them through the process, start to finish, until they cross the finish line. What an honor!

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During and after the training

During the training

During the training it will be important to have a laptop on hand for several reasons. You will want to be able to access the Flourishing or Breakthrough Resource pages as well as your team page in case you need additional copies of name tags, homework, team jobs, or any other on-line item you need accessible. Also, it will be important to have digital copies of each participant's registration, payment form and Breakthrough Training paperwork—Questionnaire, Personal Assessment, Physician's Release—handy in case a trainer asks for information. Essentially, you should be able to run the entire training remotely.

After the training

Once the training is complete, several things will happen to bring closure to the team process and the training.

- 1.** First, **written evaluations** will be emailed by TheFlourishingLife.org and sent to both the team and the participants. Please encourage your team to complete them asap, as feedback is foundational to our growth and development.
- 2.** Second, your team coach will schedule a **debrief call** for the trainers, coach, sponsors and captain. The purpose of that call will be to openly discuss

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what worked well and what didn't work well during the team process and the training. Please be open and honest during the call, as it will help all of us grow and improve.

- 3.** Third, you may choose to host a **team gathering or celebration** for your team during the month after the training. While optional, this can be a wonderful way for the team to share their experiences and to enjoy each other one last time, in an unhurried way. It can be a great way to grow the authentic community you fostered during the team experience and to bring pleasant closure to the experience.

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Team and training resources

Most of the resources you will need for both the team and the training are located online. There are two locations where these items can be found. As the sponsor and the captain, you should be comfortable navigating both of these pages and be fully aware of what is on each page. The answer to 99% of the questions your team will ask can be found on these pages.



The [team page](#) – Once you book a training with TheFlourishingLife.org, the web administrator will set up a team page for you and your specific training. It will be the premier resource that you and the team will use during the team process leading up to the training. It includes items such as: Enrollment videos and audios, enrollment grid (tracking page), team contact info, training dates and location, brochures, flyers, registration documents (welcome email, ground rules, practical suggestions), payment links, a three/four-day schedule, information meetings, and a registration tracker for the administrative captain.



The training resource pages – These pages live on the TheFlourishingLife.org website and include all of the resources that you will need for the actual training weekend. To access them, simply go to the home page and scroll to the very bottom of the page. Click either The [Flourishing Training](#), [Breakthrough Training](#) or [The Flourishing Marriage Workshop](#) (FMW) to go to your specific page. The password is **legacy**. You must be familiar with the material on this page, as it includes items you will need in the training! The training resource page includes items such as: Team jobs and explanations, confirmation/support call grounding and scripts, a three/four day

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schedule, homework, name badges with instructions and templates, charts and signs, Red/Black game rules for The Flourishing Training, Friday document with ground rules, small group information and Sunday packets.

If you have any questions about either of the team pages, or any other thing, **reach out to your team coach**. They will be happy to guide you through any part of the process.

Final words

We are so honored to have you as a partner in this ministry. Truly, we could not do what we do without your incredible leadership and support. Please know that we are praying for you and your team and we are looking forward to a life-changing experience in the room!

God bless,

The Flourishing Life leadership team

Links

TheFlourishingLife.org:

<https://theflourishinglife.org/>

How to find your team page:

<https://theflourishinglife.org/team-page/>

Flourishing Training Resources*:

<https://theflourishinglife.org/flourishing-training-resources/>

Breakthrough Training Resources*:

<https://theflourishinglife.org/breakthrough-training-resources/>

Art of Being Married Resources*:

<https://theflourishinglife.org/fmw-resources/>

* The resource pages are password protected. The password is **legacy**.

