

Launching a Church-Based Training Center **In YOUR CHURCH**

A Paul to Timothy Institute & Assemblies of God Theological Seminary Partnership

A 1-Year Mentoring Journey to Train and Empower Your Ministry Leaders
Through the Certification: *Leading and Mentoring for Ministry Excellence*

Who Does the CBTC Serve?

- **Pastors** who want to establish a ministry training center through individual leadership courses and offer the Leading and Mentoring for Ministry Excellence certificate.
- **Lay Church Leaders** who want to develop effective leadership through taking individual courses or enrolling in the Mentoring and Leading for Ministry Excellence certification.
- **Area Pastors** who want to partner with an established CBTC to train and develop their own lay leaders.
- **Aspiring Ministers** who are exploring their call and focusing on mastering core abilities for a lifetime of effective ministry.
- **Developing Ministers** who are passionate to further develop their practical ministry abilities for a lifetime of Spirit-empowered effectiveness.

Designed for present and *potential* pastors and church leaders to...

... connect relationally,

...learn practical ministry, and

...grow church ministries together.



Empowering Pauls to Mentor Timothys

PaultoTimothy.com

A Message from Dr. Mike Oney, President of Paul to Timothy Institute



Why God may be speaking to you to join the P2T team to establish church-based training centers for your church or region.

There is a move of the Spirit in the world today to establish Church-Based Training Centers in local churches who are led by apostolically-oriented ministry leaders. God is calling many to accept the mandate to train ministry leaders (both lay leaders and those who are focused on vocational ministry) in and for the local church. These are leaders of leaders who God is calling to use their years of ministry success, capitalizing on their influence to shape others. These leaders of leaders are constantly looking behind them to see who needs them and how they can invest out of their success.

We want to empower you as a leader of leaders in your church, or ministry network, to offer 9 courses that culminate in a student leader graduating with the P2T-AGTS certificate, *Leading and Mentoring for Ministry Excellence*. Our research shows that these 9 courses enable a student leader to build the foundational skills for a lifetime of effective practical ministry... and those who have not mastered these 9 areas are greatly hindered.

Seminars and conferences will never be able to provide the level of training that is vital for the local church to thrive. There must be a place where you as a “Paul” can mentor your “Timothys” by:

- Connecting with them relationally.
- Teaching them essential practical ministry skills.
- Growing church ministries together.

Remember this... Virtually no one in ministry is ineffective due to poor theology. However, there are countless ministry leaders who are unable to fulfill their calling in ministry due to undeveloped practical ministry abilities, who are looking for a Paul to invest in them as a Timothy.

God may be taking your leadership to the next level if any of the following resonate in your spirit:

- You are certain that the best way to develop a church is to invest in its core leaders.
- You find yourself looking behind, to find those leaders who need your help.
- You think a lot about your next phase of ministry when you can invest your life more fully as a mentor and teacher.
- You’d like to take your mentoring of others into a formal structure where you can influence more ministry leaders.
- You can’t shake the idea that you would never be where you are today without key people who came alongside you... and it’s your turn now.

We are committed to partnering with you to offer this one-year mentoring journey, to train and empower your ministry leaders through the P2T-AGTS certification: *Leading and Mentoring for Ministry Excellence*!

Contents

4 Stages to Bring a Church-Based Training Center into Your Church	4
A Detailed Guide to Launch an Individual Church-Based Training Center.....	5
1. <i>Explore & Decide.....</i>	5
2. <i>Choose Your Leadership Team.....</i>	6
3. <i>Set a Start Date & Host a Registration Weekend</i>	7
4. <i>Schedule a Registration and Orientation Meeting</i>	8
5. <i>Begin meeting.....</i>	9
6. <i>Promote for new students every month</i>	10
7. <i>Celebrate your students at a graduation!</i>	10
Key Roles and Responsibilities.....	12
Frequently Asked Questions.....	14
Sample Course Structure: Being a Spirit-led Leader	19
Connecting Your Church-Based Training Center to International Ministry Leadership Formation.....	21
The Paul to Timothy Leadership Team	Error! Bookmark not defined.

Link to Student Brochure (generic): <https://bit.ly/EnglishStudentBrochure>

Link to the eBook, *EXPLORE Starting a Church-based Training Center*: <https://bit.ly/CBTC-eBook>

4 Stages to Bring a Church-Based Training Center into Your Church (A 1-Year Mentoring Journey)

STAGE 1: Host a *Registration Weekend*.

We help you to introduce your leaders to your Church-Based Training Center, which will offer the P2T-AGTS certification: *Leading and Mentoring for Ministry Excellence*.

- Saturday Team Training: For those involved in leading the CBTC. Other area pastors may also be invited to explore if they would like to launch a CBTC.
- Sunday Morning message: *Is God Calling You into a Season of Transformation?*
- Sunday Afternoon or Evening Interest Meeting:
 - Learn about the CBTC experience through a month/course
 - The value of the P2T-AGTS certificate
 - Enroll interested students

STAGE 2: Launch your church-based training center.

Offer the P2T-AGTS certification: *Leading and Mentoring for Ministry Excellence*.

- Meet with your students twice per month for a seated class with video teaching, live teaching and discussion.

STAGE 3: Award graduates with the P2T-AGTS certification: *Leading and Mentoring for Ministry Excellence*.

- Each graduate will be able to apply their leadership certification to receive 6 free credit hours toward the 36-credit hour AGTS Master of Leadership and Ministry. (An \$1,800 value.)

STAGE 4: Resource your certified ministry leaders to mentor their own ministry teams, using the P2T curriculum: *Spirit-Empowered Leaders*.

- The purpose of the P2T-AGTS Leading and Mentoring for Ministry Excellence certification is to equip ministry leaders in *essential ministry abilities*.
- Each graduate of the certification will be granted 4 months of free access to the 12-month *Spirit-Empowered Leaders* curriculum to mentor their own ministry team.

A Detailed Guide to Launch Your Church-Based Training Center

(7 Action Steps)

1. Explore & Decide.

Attend or host a *7 Biblical Mandates for Mentoring Ministry Leaders* conference.

- You will explore how you can lead a Church-based Training Center (CBTC) in partnership with P2T and AGTS.
- You will learn the *7 Biblical Mandates for Mentoring Ministry Leaders* found in 2 Timothy.
- You will explore the 3 questions below and decide to go forward with starting a church-based training center.

Question: Who is a Paul to Timothy church-based training center designed to serve?

- **Lay church leaders** to wish to develop their practical ministry skills and be better equipped to lead effectively in the church in partnership with their pastor.
- **Aspiring ministers** who are exploring their call and are focusing on mastering core abilities for a lifetime of effective ministry.
- **Developing ministers** who are presently serving and are passionate to further develop their practical ministry abilities, in order to take their ministry to the next level of Spirit-empowered effectiveness.

Question: What will the students in your training center gain?

- **Training through 9 courses** that focus on mastering the core practical ministry abilities that will prepare them for a lifetime of effective ministry leadership.
- **Leading and Mentoring for a Ministry Excellence certification** will be granted to graduates who satisfactorily complete the 9 courses.
- **Degree credit** from Assemblies of God Theological Seminary upon completion of the certification, that will grant the student 6 credit hours, which can be applied to the AGTS Master of Leadership and Ministry degree (an \$1800 value).
- **Individual course completion certificates**, for completing any of the nine courses without having to enroll in the full certification.

Question: Who does Paul to Timothy empower to establish church-based training centers?

- **Pastors serving a local church** who want to establish formal and ongoing leadership training for their church leaders.

- **Apostolically-oriented pastors** desiring to establish a church-based training center where they can partner with other pastors in their region to serve 2 or more churches.

A Paul to Timothy Executive Mentor Director can also meet with you by video conference or phone to answer any questions you may have.

Contact information for Sharon Oney, Director of Operations:

Email: sharon@paultotimothy.com

Call or text: (870)310-9031

2. Choose Your Leadership Team.

Make a list of people that you believe should be a part of your leadership team, and also make a list those you want to develop through your CBTC.

Leadership roles:

- Those who will help you to run your CBTC:
 - Teacher(s)
 - Manager – must have some computer skill
 - Discussion Leader(s)
 - Tech Support
- Consider inviting one or more pastors from your area to join you in running the CBTC for both of your churches.
 - Consider where you will host your CBTC – you may want to share hosting with a nearby church.

Leaders that I need to develop:

Select people who would say...

- ... I want to serve my church in a greater capacity.
- ... I want to explore my calling to ministry. (I *might* be called)
- ... I want to invest into my leadership capacity.
- ... I feel that my pastor needs me to serve in a greater way.
- ... I know that the Lord is calling me to stand in the gap for my family, church family and wherever He wants to send me in the world.

3. Set a Start Date & Host a Registration Weekend.

Set a start date

- Coordinate between your church calendar and the **Paul to Timothy Master Calendar**.
- We will walk your manager through the process for enrolling students.

Choose a name for your training center.

- Choose a name that reflects the vision of your church to develop ministry leaders.
- The name of your training center will be featured on the certificate that your leaders will receive after completing all nine courses.

Promote your CBTC informally:

- Have lunch or coffee with key leaders that you really want to participate in leadership roles of your CBTC.
- Personally invite people that you would like to develop as leaders.

Promote your CBTC formally:

- **Host a *Registration Weekend* with a Paul to Timothy Institute Executive leader.**
 - **Saturday Leaders' Meeting:**
 - This is a meeting for the launch team and key leaders.
 - This is also when you may want to invite other pastors to learn more.
 - We will talk about the schedule of a typical course, how to register students, Q&A, etc.
 - **Sunday Morning message:** *Is God Calling You into a Season of Transformation?*
 - **Sunday Afternoon or Evening Interest Meeting:**
 - Learn about the CBTC experience through a month/course.
 - Understand the value of the P2T-AGTS certificate.
 - Enroll interested students.

4. Schedule a Registration and Orientation Meeting (About 1 month before launch).

Invite everyone who expressed interest in enrolling in your CBTC.

- Your manager will enroll students as a group at: p2t.life
 - You will need to select someone with computer skills to be the manager for your training center.
- Cost: \$50/month per student for 9 months (or \$75 for each stand-alone course.)
- Manager will give students access to a new course each month, with the exception of August, November and December.
- Your manager will also take attendance at each meeting, for earning the *Leading and Mentoring for Ministry Excellence* certification.

Hand out student guides for the first course

- Hand out a binder to each student with the student guide for the first course inside.
- Download and print student guides from p2t.life. (Students can download their own to a device, as well.)
- They will receive a student guide for each course, that can be added to their binder.

Explain the monthly meeting schedule and expectations

- Meet twice a month for 2 hours. (Allow 1-2 weeks between meetings for assignments)
- Listen to 2 podcasts per month.
- Participate in Group Text Discussions with fellow students, using text or WhatsApp, related to the podcasts.
- Answer 2 journaling questions per month.

Students will have access to other training materials online

- There will be additional resources that they can access on the course topic.
- Practical resources such as notes for a teaching series or a ministry budget template.
- Other practical helps: Books, additional podcasts and pdf articles related to the course for optional additional enrichment.

5. Begin meeting.

Timeline for each course:

First Meeting:

- Pastor's welcome, introduction to this course, and outcomes of this course (15 minutes).
- Introduction Video with Dr. Mike Oney (15 minutes).
- Students take notes in the course Student's Guide.
- Table Talk (20-25 minutes). Reflection questions for life application.
- Teaching from the Pastor (25 minutes). Students take notes in the course Student's Guide.
- Table Talk (20-25 minutes). Reflection questions for life application.
- Assignments Overview (10 minutes).
 - 2 Podcasts
 - Group Text Discussions related to the podcasts (or you can use WhatsApp)
 - Guided Journaling questions.
- Manager enrolls any new students that wish to complete the course.

Assignment 1:

- Listen to Podcast 1 (15-20 minutes).
- Participate in a Group Text Discussion.

Assignment 2:

- Guided Journaling.

Assignment 3:

- Listen to Podcast 2 (15-20 minutes).
- Participate in a Group Text Discussion.

Final Meeting:

- Pastor's welcome, and the outcomes of this course (15 minutes).
- Teaching from the Pastor (20 minutes).
- Table Talk (20-30 minutes)
- Concluding Video with Dr. Mike Oney (15 minutes).
- Table Talk (20-30 minutes)
- Pastor's Prayer Focus (10-15 minutes): Leading in personal prayer for each other.
- Introduce the upcoming course (5 minutes)

6. Promote for new students every month.

New students may join your church-based training center at any time!

- Each course is a stand-alone. Students can begin with any course.
- We recommend inviting interested students to join you for a “First Meeting” teaching time.
- If they find the experience meaningful and would like to join your training center, they can pay their registration and complete the course with you.
- Have your manager register any new students at the close of your First Meeting of each course.

7. Celebrate your students at a graduation!

- Plan a graduation Sunday to honor the students who complete all nine courses.
- Graduates receive a certificate from Paul to Timothy Institute and Assemblies of God Theological Seminary (AGTS).
- Your training center name will be on the certificate.
- They also receive 6 free credit hours toward a Master of Leadership and Ministry degree from AGTS.
- Suggested ways to celebrate your graduates:
- Give out certificates to graduates during a Sunday service.
- Ask them to share a testimony of what God has developed in them during the time they participated in your training center – either in person or in a video interview.
- Host a luncheon after the graduation to honor the graduates.
- Give graduates a special gift.

Place your graduates

- If you have students with a call to vocational ministry, it is important that you help them to find a place of meaningful ministry.
- If they have a call to church planting, please contact Dr. Oney at Paul to Timothy Institute. He can help you guide them into a successful church planting experience.
- If they don’t have a call to full time ministry, be sure to help them find a place of ministry leadership within your church, as part of a church plant, or a ministry to the community.

Deep Oaks Training Center

in partnership with

Paul to Timothy Institute and Assemblies of God Theological Seminary



has conferred upon

Richard Emmanuel

the certificate of completion in practical ministry studies

LEADING AND MENTORING FOR MINISTRY EXCELLENCE

R. Michael Oney
President
Paul to Timothy Institute

Daniel Egger
Executive Mentor Director,
Paul to Timothy Institute

John Smith
Pastor
Christ's Church

This certification qualifies you for 6 free credit hours toward a Master of Leadership and Ministry degree from AGTS

Key Roles and Responsibilities

The culture and responsibilities of Paul to Timothy leaders

- We believe the greatest need in the body of Christ today is the formation of an effective leadership pipeline in the local church.
- We exist to equip pastors to mentor their ministry leaders.
- We relate to each other as cherished family members.
- We serve ministry leaders with the passion and diligence of a parent caring for a sick child.
- We make the local pastor the hero and not ourselves.

Training center roles:

Church Pastor (and partnering pastors)

- Key teacher and facilitator
- Promotion and recruitment
- Spiritual formation of leaders
- One-on-one meetings with students

Manager

- Register students for the training center
- Instruct students on how to enroll in online curriculum
- Communicate with Paul to Timothy regarding any registration issues not able to be solved by your tech person
- Record student attendance for certification
- Print and distribute student guides.
 - Students can also download their own guide in print or to a device.

Tech support

- Set up and maintain equipment for showing videos
- Set up and delivery of any PowerPoint slides provided with curriculum

- Problem-solving tech issues for manager

Discussion Leader(s)

- Facilitate Table Talk discussions
- Initiate Group Text Discussions
- Connect with students to encourage timely completion of assignments

Paul to Timothy Institute roles:

Dr. Mike Oney, President and Founder

- Trains church-based training center leadership and helps with initial launch.

Sharon Oney, Director of Operations

- Oversees curriculum development and processes.

Daniel Egger, Vice President

- Develops infrastructure support for Mentor Directors.

Dr. Gaye Wilson, Chief Academic Officer

- Oversees all Paul to Timothy academic operations and reports to the President.

P2T Teaching Partners

- Write curriculum content.
- Teach by video.
- Help with course development.

Frequently Asked Questions

1. What are the characteristics of an effective church-based training center director?

- You are able to discern who should be people of influence: disciple-makers.
- You recruit those people to join you as ministry partners.
- You commit significant time to developing them as ministry partners
- You empower them to serve with you using their gifts.

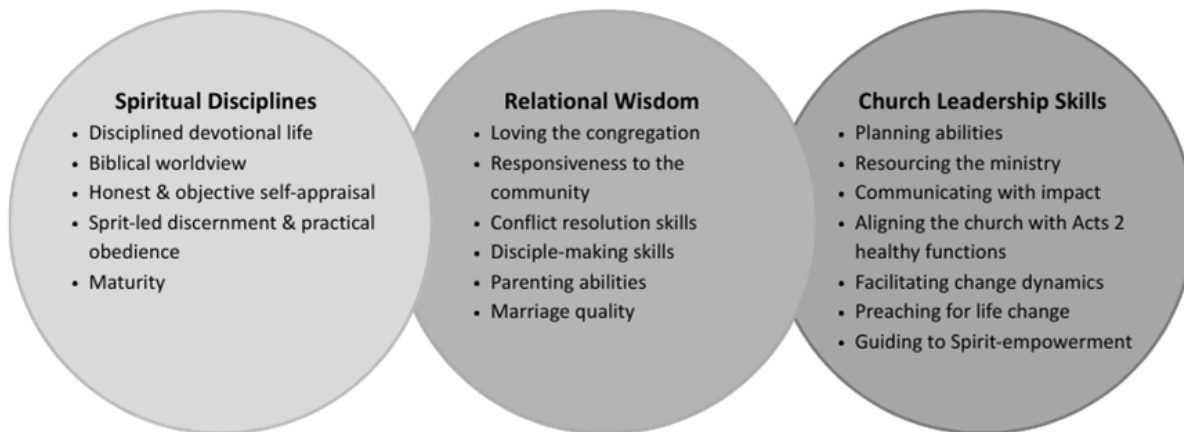
2. Does Paul to Timothy provide any promotional materials to start my training center?

We will provide you with:

- Video promotions
- Example of an interest meeting invitation
- Pastor's introduction letter for their CBTC.

3. Why choose the Leading and Mentoring for Ministry Excellence certification?

- Our courses will help your students to develop in 3 core areas of competency needed for effective ministry leadership.



- The certification is offered by Paul to Timothy Institute in partnership with Assemblies of God Theological Seminary (AGTS).
- Students who complete all nine courses, receiving the certification from Paul to Timothy and AGTS, will receive 6 hours of credit that can be applied toward the Master of Leadership and Ministry degree at AGTS for free (\$1800 value).

- The name of your church-based training center will also be on the certificate!

4. What is the advantage of forming a partnership with one or more pastors in your area?

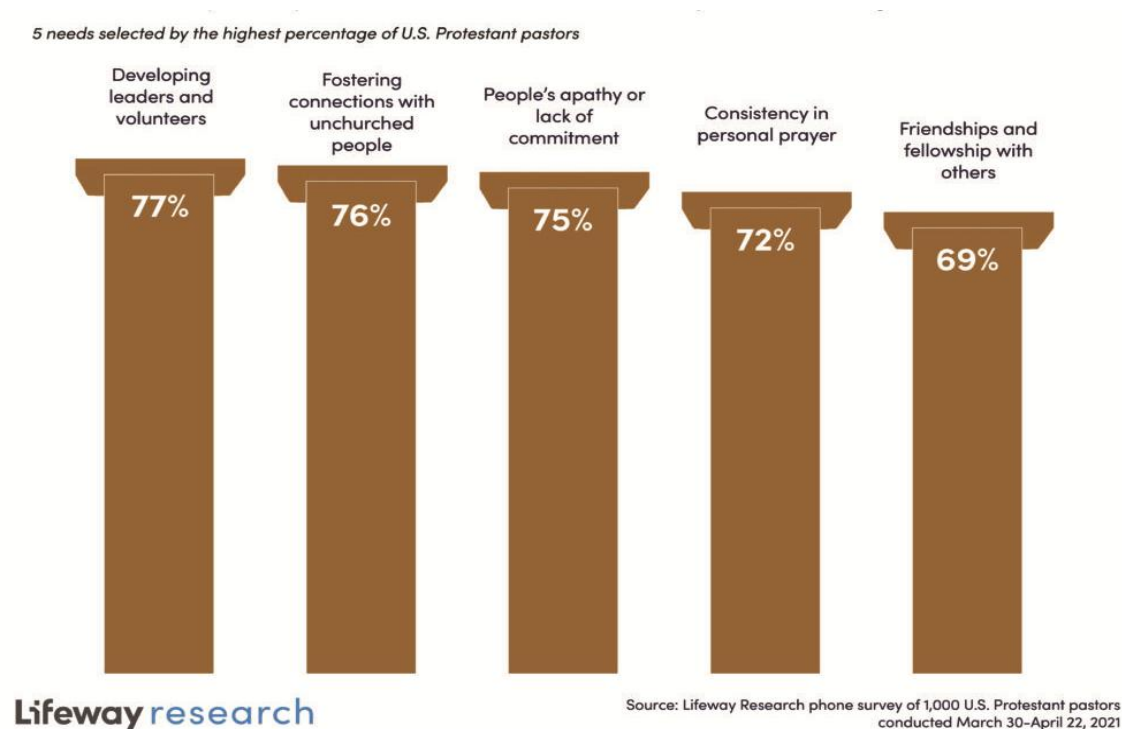
- Adds accountability to continue meeting each month.
- Share the load of teaching and leading discussion.
- Our program is very structured, so conflict over how to run the training center is unlikely.
- Rotating host location between churches lessens the burden for organizing the after-church lunch and set-up.

5. Can students join my church-based training center at any time?

- Yes! Each course is a stand-alone.
- We recommend inviting interested students to join you for a “First Meeting” teaching time.
- If they find the experience meaningful and would like to join your training center, they can pay their registration and complete the course with you.
- Students can also take a course a la carte, for \$75 per course. This is ideal for when a pastor wants a board member or staff member to take a specific course.

6. What ministry and personal issues do the most pastors recognize as a need?

- Being part of a CBTC addresses these issues.



7. What are the nine courses we will offer?

- Being a Spirit-led Leader
- Managing Conflict in Ministry
- Building a Ministry Team
- Marriage and Family Life Essentials
- Surviving the Seasons of Ministry Leadership
- Managing the Finances of Your Church and Ministry
- Leading Change
- Teaching and Preaching for Life Change
- Leading and Managing the Congregation

8. What is the cost of the program and what will students receive?

- Each participant will pay \$50/month for 9 months.
- They will have access to our online curriculum for each course. (See *Resources included with each course* below.)
- Included in this cost is access to the first 3 months of our *Spirit-Empowered Teams* (Formerly *Spirit-Empowered Leaders*) curriculum for free. This is used to take up to 6 developing leaders in their ministry on a 12-month mentoring journey. (\$150 value)

9. What is the typical monthly flow of coursework?

First Sunday/First Meeting

- Pastor's welcome, introduction to this course, and the outcomes we are praying for in this course (15 minutes).
- Introduction Video with Dr. Mike Oney (15 minutes).
- Table Talk (20-25 minutes). Reflection questions for life application.
- Teaching from the Pastor (25 minutes)..
- Table Talk (20-25 minutes). Reflection questions for life application.
- Assignments Overview (10 minutes). 2 podcasts, Group text discussions, and guided journaling.

Week 1:

- Listen to a Podcast (15-20 minutes).
- Participate in a Group Text Discussion.

Week 2:

- Guided Journaling.
- Listen to a Podcast (15-20 minutes).
- Participate in a Group Text Discussion.

Week 3:

- Guided Journaling.

Fourth Sunday/Final Meeting:

- Pastor's welcome, and the outcomes we are praying for in this course (15 minutes).
- Teaching from the Pastor (20-25 minutes).
- Table Talk (30 minutes)
- Concluding Video with Dr. Mike Oney (15 minutes).
- Table Talk
- Pastor's Prayer Focus (15 minutes): Leading in personal prayer for each other.
- Introduce the upcoming course (10 minutes)

10. What resources are included with each course?

- 1st & 4th Sunday videos
- 1st & 4th Sunday teaching notes
- 1st & 4th Sunday Table talk questions

- Podcasts to listen to between 1st & 4th Sundays
- Group text discussion starters related to the podcasts (text or WhatsApp)
- Structured journaling questions.
- Practical resources such as notes for a teaching series or a ministry budget template.
- Bibliography of practical helps: Books, additional podcasts and pdf articles related to the course for optional additional enrichment.

Sample Course Structure: Being a Spirit-led Leader

Outline of coursework

First Sunday (First Meeting)

- **Video 1:** What You Have to KNOW About Your Destiny with Dr. Mike Oney
- Table Talk Questions:
 1. Do you personally identify with the statement: “It is easy for me to believe that God can use someone else, but often difficult to believe that God can use me greatly.”
 2. What hinders you from believing that that God has chosen you to be a great influence for Him?
 3. What helps you to believe that God has chosen you to be a great influence for Him within your circle of influence?
- **Message from the Pastor:** *5 Questions the Determine Your Destiny* (notes provided)
- Table Talk Questions:
 1. Which of the 5 questions about your destiny do you most struggle with now in your life?
 2. Which of the 5 questions about your destiny is easiest for you to live out now in your life?
 3. What is God asking you to do now as a new baby step toward your destiny?

Week 1

- **Podcast:** What You Have to DO About Your Destiny
- **Group Text Discussion:** (after listening to podcast)
 1. What is a faith mountain that God is asking you to face in your life now?
 2. What is your next step of faith that you need to pursue now in your life?
 3. What do you need from your supporting friends as you face your faith mountain?

Week 2

- Journaling Questions:
 1. What attitudes do you have that could derail God’s purposes in my life?
 2. Which of the following essential attitudes has been the easiest to embrace? The hardest to embrace?
 - The attitude of being quick to believe when God speaks.
 - The attitude of being quick to forgive when I’m offended.
 - The attitude of being quick to obey when God asks me to change.

Week 3

- **Podcast:** What You Have to PROTECT About Your Destiny
- **Group Text Discussion:** (after listening to the podcast)
 1. WHO has believed in you so much that they helped you to pursue your destiny in God?
 2. How can WE help you protect your practical points of obedience in pursuing your destiny?
- **Journaling Question:** What major adjustments is God asking you to make now?
 - What do you see as a first step?

Fourth Sunday (Final Meeting)

- **Message from the Pastor:** *Protecting the Sacred in Your Life* (notes provided)
- Table Talk Questions:
 1. Is God doing something new in your life that requires a change in how you spend your time?
 2. What is God asking you to prioritize in your life now?
 3. How can we help you?
- **Video 2:** Help I Feel Like an Imposter! with Dr. Mike Oney
- Table Talk Questions:
 1. How have you had to overcome the expectations of others in order to embrace your own path of obedience to the Lord? (Like in the Robertson McQuilken story)
 2. How can we help you discern and live out your specific path of obedience in this season of your life?
 3. Is there anything from the journaling questions that you would like to share?
 - Attitudes that could derail God's purposes
 - Major adjustments God is asking you to make

Connecting Your Church-Based Training Center (CBTC) to International Ministry Leadership Formation

As a leader of a US based CBTC, you will be given the opportunity to invest your leadership into the development of international ministry leaders.

Paul to Timothy Institute presently has several hundred ministry leaders ready to pursue the P2T-AGTS certification training: *Leading and Mentoring for Ministry Excellence*. Our missional strategy is to come alongside hundreds of these international ministry leaders with the leadership and support of our training centers.

How you can develop international ministry leaders through the P2T-AGTS partnership

Here are 4 distinct ways that you can help with developing international ministry leaders:

1. **Pray** for the Lord to send harvesters. The men and women we approve to invest into are passionately pursuing ministry leadership with little to no support.
2. **Extend your leadership expertise** through online training and mentoring. All apostolically-oriented ministry leaders have key leadership strengths that God has asked them to steward and extend to others. Paul to Timothy provides you an international platform to expand the footprint of your leadership.
3. **Provide scholarships** through your CBTC and church to support these international ministry leaders. We are asking each CBTC student and leader to consider giving \$10 or more a month for these international ministry leaders. This support is used to provide scholarships for these ministry leaders.

The Paul to Timothy Leadership Team



Mike Oney
President



Sharon Oney
Director of Operations



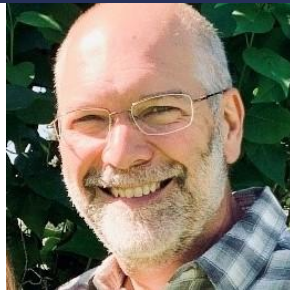
Daniel Egger
VP of Mentor Director
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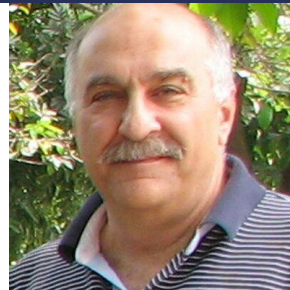
David Zayas
VP of Hispanic Leadership
Development



Lori Gay Wilson
Chief Academic Officer



Rich Greenwald
Exec. Mentor Director



Keith Sorbo
Exec. Mentor Director



Todd Clair
Exec. Mentor Director



Socrates & Carmen Holguin
Mentor Directors



Brent & Gigi Welch
Mentor Directors



Richard Wade
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Cade & Katie Rich
Mentor Directors