



GAMALIEL OF METRO CHICAGO



**Entrenamiento para Líderes
Leadership Training**

16 de October2010



GAMALIEL OF METRO CHICAGO



Agenda

**Arturo Velasquez Technical Institute
2800 S. Western Ave
Chicago, Illinois**

- 8:30 Registration
- 9:00 Biblical Reflection
Reflexion de Apertura
Fr. O'Sullivan???
St. Procopius Church
- 9:15 Plenary: Purpose of the Day
-Training (First Step in becoming a Leader)
-Calendaring our work
Teresa Fraga
- Who is Gamaliel of Metro Chicago (GMC)?
Quien es Gamaliel de Metro Chicago (GMC)?
- 9:25 Training Room Break-outs English Room___ Spanish Room___
One-on-One Training
Faith, Values and Power
Self-Interest
One-on-One's
Trainers:
Alex Wiesendanger
Julio Urrutia
Ignacio Carrillo
Juan F. Soto
- 11:00 Practice One-on-one
- 11:30 Debrief one-on-ones
- 11:50 Instructions for Break Out
o Commitment Worksheet
o Caucus Break out agenda
?????
- 12:00 Pick up lunch in ???????? and take lunch to:
Caucus by Local Organizing Cluster (PNCC, SSAC, GMC Humboldt Park)
- 1:15 Plenary: State Issue Platform (Sanctuary)
• Education Funding Reform
• Health Care
• Drivers License
• Work Force Development
- Power Analysis 1-1's & Assignments
- Report on Commitments
- 2:15 Next Meeting: Location: Date:
- 2:25 Evaluation
Juan F. Soto
- Adjourn
Closing Prayer
????



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The Role of a Core Team

Composition: A minimum of 10-30 leaders who have been asked to be on the Core Teams, understand the role of the Core Team and have agreed to be part of it.

It is set-up to look and acts like other groups in the church/school/agency.

It has the support of the pastor/principal/agency director.

Meetings: Regularly scheduled monthly one hour meetings.

Job Description of the Core Team Chairperson:

1. Provides leadership to the Core Team.
2. Meets regularly with the pastor/principal/agency director to plan for the Core Team and to understand their self-interest and the church/school/agency.
3. Takes responsibility for planning and implementing the Core Team meetings, activities and actions.
4. Communicates with organizer and other core team chairs. Re: Collaboration and Strategies.
5. Conducts recruitment interviews within the congregation on a regular basis.
6. Work with pastor/principal/agency director and Core Team members to clarify their vision, create a reflective program, enroll other leaders, build relationships and act powerfully in order to realize their vision.

Job Description of the Core Team:

1. Does regular one-on-ones within the church/school/agency.
2. Identifies and propositions new leaders
3. Brings new potential issues to the Board of Directors
4. Makes sure that the work of the Core Team is constantly communicated with the church/school/agency.
5. Develops a strategy and calendar for the training of lay leaders.
6. Develops a mission for the Core Team focused on building the church/school/agency and building the community.
7. Develops and carries out church/school/agency building activities (internal) and community building actions (external) on a regular basis.
8. Receives reports from the Board of Directors regarding organizational work and information/work needed from the Core Team.
9. Evaluates the work if the Core Team with the pastor/principal/agency using the following basic criteria:
 - In what specific ways has our work enhanced the life of the church/school/agency?
 - In what specific ways has our work responded to the needs of the community?
 - What specific changes do we see in our leadership? (skills, attitudes, assuming responsibilities, new programs/ministries, etc.)
 - What new roles have been created in our church/school/agency for our leaders?
10. Participates in local and regional grassroots fundraising.



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El Equipo Central

Composición: Un mínimo de 10-30 líderes que han sido parte del equipo central, entiende el papel del Equipo Central y se comprometen ser parte de él.

Se reconoce como cualquier grupo en la iglesia/escuela/agencia.

Tiene el apoyo del pastor/director(a).

Reuniones: Reuniones mensuales de una hora.

Descripción de Trabajo del Presidente del Equipo Central:

1. Provee liderazgo al Equipo Central.
2. Se junta seguido con el pastor/director(a) para planear el Equipo Central y entiende el interés propio del pastor/director(a) y iglesia/escuela/agencia.
3. Toma responsabilidad en planear e implementar las juntas, actividades, acciones del Equipo Central.
4. Se comunica con el organizador y otros presidentes de Equipos Centrales. Re: Colaboración y Estrategias.
5. Hace entrevistas de reclutamiento dentro la iglesia/escuela/agencia.
6. Trabaja con pastor/director(a) y miembros del Equipo Central para clarificar su visión, crear un programa de reflexión, inscribir otros líderes, crear relaciones, y actuar en una manera ponderosa para realizar su visión.

Descripción de Trabajo del Equipo Central:

1. Hace cara-a-caras regularmente dentro la iglesia / escuela / agencia.
2. Identifica y recluta nuevos líderes.
3. Identifica nuevos asuntos a la Mesa Directiva.
4. Se asegura que comunicación constante del trabajo del Equipo Central a la iglesia/escuela/agencia.
5. Desarrolla una estrategia y calendario para el entrenamiento de líderes.
6. Desarrolla una misión para el Equipo Central enfocado en creciendo la iglesia / escuela/agencia y creciendo la comunidad.
7. Desarrolla actividades (internos) y acciones comunitarias (externas) para el crecimiento de la iglesia/escuela/agencia.
8. Recibe reportes de la Mesa Directiva sobre el trabajo de la organización y información/trabajo necesario que cumple el Equipo Central.
9. Evaluación de Equipo Central con el pastor/director(a) usando este criterio:
 - En que maneras específicas que nuestro trabajo ha mejorado la vida de la iglesia/escuela/agencia?
 - En que maneras específicas que nuestro trabajo ha respondido a las necesidades de la comunidad?
 - Que cambios específicos vemos en nuestro liderazgo? (habilidades, actitudes, en asumir responsabilidad, nuevos ministerios / programas, etc.)
 - Que papel nuevos se han creado en su iglesia/escuela/agencia?
10. Participa en reclutamiento de fondos al nivel local y regional.



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“Entrenamiento de Cara-a-Cara”

Para construir y mantener relaciones publicas con alguien, UD. tiene que conocer a la persona. UD. tiene que descubrir la información y las aspiraciones que han formado a esa persona.

Trabajo
Política
Ambiciones
Dé donde es
Educación
Diversiones
Que libros lee
Sus aspiraciones para su
Iglesia, Escuela y comunidad

Parientes
Esposo(a)
Hijos
Su iglesia
Donde vive (ha vivido)
Por donde viene su coraje
Su historia personal

Objetivos del “Cara-a-Cara”:

Crear una Relación Publica - Si la persona quiere reunirse con Usted otra vez, usted ha hecho un buen 1-1.

Descubrir su Interés Propio - UD. quiere saber algo de las ambiciones, temores, valores, preocupaciones, sentimientos, enojos, sueños, gustos de la persona con quien habla. Esta información le ayuda a UD. entender el interés propio del individuo.

Proveer Claridad para la Persona -UD. quiere escuchar y darle a la persona una oportunidad de hablar de si mismo. Acuérdesse que el 1-1 es sobre la otra persona y no sobre de UD. Tiene que darle a la persona la oportunidad de pensar y decirle lo que es importante para el o ella. Mientras que la otra persona este hablando, el o ella va a darse cuenta sobre sus propias pasiones.

Obtener Información - UD. quiere saber donde vive, cuantos hijos tiene, cual escuela van sus hijos, que trabajo tiene su esposo(a). Información no es tan importante pero lo que motiva a la persona.

Los dos objetivos más importantes son: Construir una Relación Publica y Descubrir el Interés Propio del Individuo.

Las tres cualidades más importantes de una cara son:

Curiosidad - UD. tiene que tener curiosidad sobre la otra persona. Si UD. no quiere saber de la otra persona, el o ella no va querer hablar con UD.

Valor - UD. Tiene que tener valor para poder hacer preguntas difíciles.

Compromiso - UD. Tiene que mostrar a la otra persona que UD. esta interesado en lo que tiene que decir.



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“One-on-One Training”

In order to build relationships with someone you need to get to know them. You must discover the information that has shaped the person they have become.

Job
Politics
Ambitions
Where they came from
Education
Hobbies
What they read
Their dreams for their congregation and community

Parents
Spouse
Children
What congregation they belong to
Where they live (have lived)
What makes them angry
Their personal story

One-on One Goals:

Build a Relationship - If the person would like to meet with you again, you have had a good 1-1.

Discover their Self-Interest - You want to learn about the person’s experiences, relationships, ambitions, concerns, fears, passions, dreams.

Provide Clarity for the person - You want to listen and give the person a chance to talk about what is interesting to them. Remember, the 1-1 is about the other person and not you. You should give the person the opportunity to think and say what is important to them. As the other person speaks, s/he will begin to learn more about themselves.

Learn Information - You want to know where they live how many children they have, where their children go to school, what they and their spouse do for a living. Information is the least important, but by learning about them you can discover their passions.

The two most important goals are: Build a Relationship and Discover their Self-Interest.

The three most important qualities of a successful 1-1 are:

Curiosity - You must be interested enough in the other person to get to know them.

Courage - You must be willing to ask difficult questions.

Commitment – You must demonstrate to the other person that this conversation is important to you. You must show that you care.



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Los Compromisos: Agenda para el Equipo Central

√ Elige un portavoz para dar reporte de los compromisos.

Iglesia/ Institución/Escuela: _____

√ Capitán del Equipo Central: _____

Tel. #: _____

E-mail: _____

Nombre del Líder:

Yo me comprometo hacer

Cara-a-Caras

Tel:

Total de #: _____

Nuestro Equipo comenzará la campaña de cara-a-caras _____
y terminara _____.

Nuestra Próxima junta será: _____

Los asuntos que nos importa son:



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Cara-a-Cara

Congregación / Institución / Escuela: _____

Nombre del Entrevistado: _____ **Tel:** _____

Domicilio: _____ **E-mail:** _____

_____ **Celular:** _____

Historia Personal:

Interés Propio del la Persona:

Visión de si mismo / de su institución / de su comunidad

Lo que aprendí de mi mismo en esta cara-a-cara:



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Calendar / Calendario

October

17-23	Sun-Sat	Gamaliel National Weeklong Training	Pittsburgh, PA
23	Sat.	Pilsen Education Summit	Benito Juarez Community Academy

November

8	Midweek	MID POINT Check-in LOC Teams	Meeting Place TBD
13	Sat.	Gamaliel of Illinois Covenanting Event	Springfield, Illinois
21	Tues.	GMC Leadership Board Meeting	Alivio Medical Center Office
30	Tues.	End of In-Reach Campaign	Meeting Place: TBD

December

2-4	Thurs.-Sat.	Gamaliel Intl Leadership Assembly	Chicago, Illinois
17	Fri.	GMC Holiday Party	TBD

March 2011

13-19	Sun.-Mon.	Gamaliel National Weeklong Training	Mundelein, Illinois
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Listening Campaign, you can organize a series of 1-1 Conversations in your institutions.

The 1-1 campaign will take you four months to carry out and needs your full attention.

The **Conversation** is a base building organizing tool (akin to a One-on-One Listening Campaign) which has been developed for Gamaliel Affiliates to use. The campaign is a common conversation which can be organized by core teams and conducted in member and non-member congregations. Too few people trying to do too much...that is our challenge. To energize more people we must engage people in our congregations more deeply about what they hope for in their lives, their congregations and our organization. Through this base building campaign we can work toward a stronger organization with strong core teams which are deeply grounded in faith and a vision for the world. These Conversations can help energize a broad new base of leaders in our congregations and organizations.

The Conversation Is Intended to:

- Build or strengthen your core team and reach deeper into your congregation
- engage participants in connecting faith, values and living a public life
- deepen the analysis of race and racial justice in this era of a politics of division
- allow people to contribute to the vision of the Gamaliel 's Faith & Democracy Campaign
- strengthen your congregations involvement in the vision and work of the organization and participation in future events
- expand the data base of the organization for communication and for future invitations to participate and contribute
- identify new prospective leaders for training and involvement

The Commitment You Must Make:

- Make a decision that you and your core team are going to organize the Faith & Democracy Conversation in your congregation.
- Organize leadership support and draw some new people forward to work with the core team.
- Commit to focus 13 weeks of your core team's effort to organize and carry out an energizing and exciting Faith and Democracy Campaign.
- Recruit your core team and other interested leaders in your congregation to attend the Training for Core Teams.
- Schedule, organize and carryout the Faith & Democracy Conversation in your congregation.



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Designing a Workplan for Conducting 1-1 Conversations

Weeks 1 through 4: Setting the Foundation and Goals

Set goals for each congregation:

- Number of people we want to involve in The Conversation. .
- Number of table leaders needed (one for each table of eight) – the Core Team plus how many others?
- Each Core Team member sets individual turnout commitment and makes list of people to invite to The Conversation
- Obtain pastor's commitment of support and participation
- Schedule date, time, and location of The Conversation
- Organize publicity team to develop and carry out a plan to promote the action

Weeks 5 through 8: Recruiting / Training the Table Leaders

- Schedule a date, time and location for the training
- Send out pastor's invitation to potential Table leaders
- Obtain commitments from leaders to make follow-up calls
- Schedule deadlines to make personal phone calls to recruit the table leaders
- Prepare key leaders to conduct the trainings

Weeks 9 through 12: Final Preparation for the Conversations

- Invite and prepare leaders to take roles in the meeting prior to and following the small table discussions
- Schedule a rehearsal
- Organize music / prayers team
- Organize logistics team for set up, registration, greeting, problem solving

Week 13: Conduct a Powerful and Meaningful Conversation!!

This process also ends with an Issues Assembly where each congregation brings a delegation of members to review the results of their campaign and decide what issues they will address together. This event should have an average of 30 people per congregation.



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PLANNING AN INREACH

THE INREACH

This INREACH is a focused and disciplined five-week effort to build community in congregations. Teams of trained visitors conduct one to one visits with members of their congregation. Congregations are as strong or as weak as the relationships that bind them together. The INREACH is intended to strengthen those bonds.

In addition, the INREACH can invigorate and renew leadership, clarify congregational priorities and identify the concerns and self interests of members. The concerns and issues which surface regarding the larger community may become priorities for collective action through Isaiah.

This packet is intended to clarify the goals, process and timeline of the INREACH Plan.

ONE-TO-ONE VISITS

A one-to-one visit is a 30-45 minute, face-to-face conversation for the purpose of building a relationship and understanding what really matters to that person. It is not a sales pitch or psychoanalysis. People are not asked to give money or do anything during the visit.

THE PURPOSE OF ONE-TO-ONE VISITS

1) Build Relationships

When people are in a relationship they can share, plan dream, create and get things done. Without relationships, people are powerless. Building relationships builds community.

2) Uncover Self Interests

Self Interests are the things that a person feels most strongly about. It is the things that motivate and drive them. Discovering these interests can help build the congregation, since people are more likely to get involved in things around their self-interests.

3) Develop Clarity

One-to-one visits allow people to express their feelings about things. When they talk about something, it helps to make that thing clearer to them.

4) Gather Information

Finally, a visit is an opportunity to gather information about the church, community and neighborhood. Visitors find out what is going on, and most importantly, what members are thinking and feeling.

INREACH'S IMPACT ON CONGREGATION

1) Congregations become intentionally more relational.

People get to know one another. It invites people in who may not have been very involved and who may feel they have been isolated and left out.

2) Congregations find and develop new leaders.

The size of the "leadership circle" within the congregation is increased. People are challenged to a greater potential and growth within themselves. The work is now done by many versus a few.

3) The Congregation is encouraged to be more visionary.

A clearer understanding is developed of where the congregation is now and where it is going in the future. By listening to and understanding the concerns of the congregation, then working to address those concerns in a community effort, many are involved and excited.

4) The Congregation is involved ecumenically.

Working along with other congregations of different faiths, cultures and backgrounds, an opportunity to really get to know your "neighbor" is created.

HOW MANY PEOPLE SHOULD BE VISITED?

Congregations are urged to think big! Ask how many visits would need to happen to have a real significant impact on the congregation. Goals for the number of visits should be discussed and set by the Congregation's leadership (i.e. council, board, etc).

WHO SHOULD BE VISITED?

Congregations can create lists of people to visit either randomly or strategically. Some congregations may choose to visit new members, others may choose to visit those who have fallen away, or some may choose to visit their largest contributors. Some congregations may choose a combination of any of the above, but each congregation makes their own determination.

WHO SHOULD BE VISITORS?

Current leaders have the most to gain from an INREACH. They can deepen their relationships with the members, and they can use this to begin to expand the leadership base of the congregation so that more people are involved (and sharing some of the duties). New or potential leaders will also benefit from being visitors.

COMMITMENTS EXPECTED OF VISITORS

Prior to the training, visitors should commit to:

- 1) Conduct 6-8 one-to-one visits
- 2) Attend training on
- 3) Attend a congregational debriefing meeting in
- 4) Attend the Isaiah

CONGREGATIONAL CALENDAR

It is recommended that congregations, to the best of their ability, reduce the number of committee meetings during the INREACH, to allow the leadership to concentrate on the visitation. This will also increase the significance of the INREACH in the eyes of the congregation.

COMMUNICATION TO CONGREGATION

Making sure the congregation is informed of the INREACH through bulletin and pulpit announcements in advance to the beginning of the visits, will help visitors when making appointments for the visits. In addition, having weekly reports of people that have been visited during services during the INREACH helps increase its visibility and legitimacy.

COMMISSIONING OF VISITORS

Congregations should consider having a commissioning ceremony for their visiting teams during the worship service just after the training. It will help communicate the importance of the effort to the visitors and the congregation.

DEBRIEFING MEETINGS

Draft agendas and training for running effective debriefing meetings that will enable congregations to harvest the most from the INREACH will be available. Each congregation will hold their own debriefing meeting with their visiting team.

FINAL CHECK LIST FOR INREACH

- ___ Are your visitors clear on their commitments
- ___ Have your visitors been reminded about the training
- ___ Do you know which training date each of your visitors is attending (see back of this list)
- ___ Have you developed lists of names and numbers with whom your visitors will do one to ones. (Due to wrong numbers, no answers, etc., we recommended giving visitors twice the number of names they have committed to visit. If the commitment is for 8 visits, give them 16 names.)
- ___ Do you have coordinators who the visitors can call with questions or problems
- ___ Have you scheduled a debriefing date
- ___ Have you publicized the In-reach in your congregation
- ___ Have you scheduled a commissioning for your visitors