

Pass the Torch Conference March 14, 2015

Oversight and Leadership Team Meetings

Arden Musselman, Elverson, PA, CSB Ministries, Regional Director

Oversight, Leadership Team Meetings, and the Leaders Huddle. All are important for continuity in the range of CSB programs. Here's why and how to organize and implement these meetings, involve your people and ensure the future of your Brigade ministry.

| Leadership Teams in CSB | Points   | Sub points  | Illustrated  |
|-------------------------|--|---|--|
| Brigade Ministry Team   | aka Brigade Committee  |   |  |
| History                 | Background of Committee<br>Br Chairman Only - decline<br>Oversight Team recomend | Brigade Training Modules<br>My learning at Grace Bible<br>Observing units in decline<br>Came to conviction of need<br>Partnered with Friend Jules<br>Intended to share from start   | Illus- I'm a Comm. Member, Now What?<br>Why- Brigade Comm. fallen out of use?<br>Brigade gets weaker instead of stronger<br>and what is the outcome of that? Loss!<br><br>Advisory, Oversight and Support  |
| Value                   | CSB<br>Trail Life USA, BSA use<br>them, and it's required                        | Chairman needs a Comm.<br>Heavy burden for one man<br>Small as well as large units<br>Oversight/Support/Connect<br>Essential in other orgs.<br>Detailed By-Laws defined<br>Comparing requires step-up<br><br>Is our purpose being met?<br><br>Do we all know our mission? | One man trying so many things can<br>only lead to minimizing some of them<br>Assistance, oversight of Brigade Chm<br><br>Consider putting on a Brigade Dinner<br>with invitations, pictures, meals food,<br>servers, program and sponsorships!<br><br>Membership, treasurer, special events,<br>training, communications, etc<br>Ministry opp. for those who'll serve<br><br>Mobilize Review and Support ministry<br>Commitment to Continuity & Excellence |

|                  |  |  |  |
|------------------|--|--|--|
| Brigade Chairman | Brigade Chairman's J.D. provides common standard | <ul style="list-style-type: none"> <li>• Communicate</li> <li>• Recruit</li> <li>• Train</li> <li>• Plan/Evaluate</li> </ul>   | Ever wonder how pyramids were built? Might have started in one man's mind, and then drawn on parchment But anything that lasts has to be planned and built accordingly Vision needs to come by leadership and good leadership gets a following, and an organized group will get it done!   |
| Practical        | Brigade Ministry Team Structure                  | Essential Roles<br>Chairman (Br Chm or BMT Chair), Secretary/Treasurer, CSB Coordinator<br>Program Leaders<br>Church Staff Rep. (Pastor)<br>Other: Parents, Chaplain<br>Training Coordinator<br>Are by-laws recommended? | How can this be simplified?<br>As simple a structure as possible<br><br>Comm. members who know their role and what they have agreed to do, Do they know what is expected of them?<br><br>Most times the assigned task is outside the meeting and they bring a report<br><br>Programs must be represented at mtg.<br><br>Detailed format for committee functions<br>If this doesn't work, it wasn't followed! |
| Benefits         | Supports the Br Chairman                         | Strengthens the Ministry<br>Brings attention of pastors  | Continuity of Brigade's influence over time. Members have opp. to be involved Gets the CSB Min. in front of a church, bulletin announcements, in newsletter. Visibly more than just another program  |
| Test Case        | e.g. Cornerstone Church                          | Four Quarterly Meetings included pastor, youth min. support of Chm in transition communicated with parents<br>Brigade Sunday service<br>Mother & Son Dinner  |  |

|                     |  |   |   |
|---------------------|--|---|---|
|                     |  | strengthened all programs<br>evaluation, leaders commit<br>lessons learned  |   |
| How to Start        | Vision to Begin<br><br>Form a Brigade Min. Team  | Share with Pastor<br>Discuss and Pray<br>Recruit members<br>Schedule meetings<br>Start simple, but start well<br>Engage the family/church   | Brigade Chairman, go first to a pastor<br>First enlist his support, give reasons.<br>Choose a good qualified leader to chair<br>An experienced leader can train others!<br>Not a church staff position added on.<br>“We want the CSB ministry to thrive”<br>showing our strengths, not weaknesses<br>You don’t want uninvolved policy<br>makers |
| CSB Resources       | Getting Started Packet<br><br>Chairman’s Handbook  | Both are available online at<br>unit’s “myBrigade” portal for a<br>free download  |   |
| Best Practices      | Learn from others<br>Learn from experience   | Structure of Trail Life USA<br>Camp Board Meetings<br>Activities & Events Comm.<br><br>Many of our CSB units will<br>need to step up to compete   | formal voting not necessary, but forming<br>a consensus is a wise way of leading  |
| Basics of a Meeting | Outline - handout on Base<br><br>1. Reports given<br>2. Needs addressed<br>3. Tasks accepted | Begin with Prayer<br>Intro and Purpose<br>Minutes (Review of last mtg)<br>Agenda (for present meeting)<br>Reports of members’ tasks<br>Old business<br>New business<br>Action Items, assigned tasks<br>Next meeting date<br>Adjourn | Devotional lesson not needed here<br>Comments and requests from Br Chm<br>and program leaders<br>Finances, budget update<br>Logistics for special events<br>Church awareness and visibility<br>Communication with parents<br>Coordination with girls program<br>Need for training of men as leaders<br>Connection with ministry of the church   |

|                           |  |  |   |
|---------------------------|--|--|---|
| Battalion Leadership Team | Part of CSB program  | Building Men Battalion and Stockade  | LT M plans found in the BLG's<br>Illus. from a good LTM attended  |
| LTM Structure             | Five R's <ul style="list-style-type: none"> <li>● Relate</li> <li>● Review</li> <li>● Research</li> <li>● Refine</li> <li>● Refuel</li> <li>● + Refresh</li> </ul> | Discussion on experience   | When can these be held? on a different day (Sunday) or another evening.<br><br>Some battalions reserve their meeting night once a month for leadership team   |
| LTM Relate                | fun activities   | experiences to build unity   | working together more easily  |
| LTM Review                | discuss the people needs   | how to meet those needs  | observe growth and progress of boys   |
| LTM Research              | Bible study on leadership  | leadership issue addressed   | apply to what's happening in programs   |
| LTM Refuel                | prayer for the needs of boys   | seeking for spiritual guidance   | for real people with situations   |
| LTM Refine                | review and establish plans   | assignments given, reported  | brainstorm ideas for future events  |
|                           |  |  |   |
| Leader's Huddle           | Benefits vs Losses<br>Challenges<br>Overcome obstacles   | Debriefing and Prayer<br>Unifies the team, purpose<br>Meaningful interaction<br>Discipleship in the making | Support for leaders who serve weekly<br>Be Brief Brother, be brief; time check<br>Check on responsibility for future plans<br>Fellowship in prayer for one another<br><br>What about boys needing supervision?<br>These can be addressed by someone who is assigned the task, to benefit all... |

## Illustrations

### A Mother & Son Dinner

80 attendees, and 20 servers, 5 in kitchen

Arrivals began (5:00) - boys in shirt and tie

maitre d for seating at round tables, "Do you have a reservation?"

boys from a variety of age groups at each table, led to better focus

personal photos taken by photographer

Questions to discuss together

ceasar salads brought to tables

Prayer and Prompt beginning (5:30)

introduction to dance floor, (on Wed night, boys were taught manners, behavior and showed how to dance)

salad plates taken up

Chicken parm dinner served

Readings during dessert, participants from all the programs and age levels

finished, dismissal (7:00)

Asked for volunteers among those who are not actively in CSB but are serving in other areas of the church.

eg an elder serving along with sons

Unless fathers were involved in serving tables they were home with other children, or out with daughters.

### Brigade Sunday in February

CSB members moved chairs for the service

Helped with greeting, took the offering

Read announcements,

Gave testimonies, one from each age group,

Br Chm gave slide presentation

### Good reasons to start a Brigade Ministry Team

Perspective and vision across programs  
Insights from church leadership  
Parental input, expression  
Experience provides wisdom  
Delegation of gifted people  
Prayer for ministry and people  
Evaluation on a consistent basis  
Accountability and follow up  
Continuity over years  
Addresses concerns positively  
Support for volunteers serving  
Church visibility and awareness

Provides functionality for:

Administration, Registration  
Delegation of duties  
Recruiting leaders  
Training leaders  
background checks  
Budget preparation and accounting  
Liaison to church leadership  
Calendar preparation, coordination  
Promotion and attendance  
Communication, unified, focused  
Coordinated plan for activities

A ministry involving this many people needs more than one champion.

Brigade takes work and energy, but the fruit that is shown makes it worth the work.

## Sample Meeting Plan

Prayer to open

not a lesson, acknowledging why we're meeting

Note taker, with promise to publish, chairman to review

Agenda items

Questions or comments from previous meeting notes

Reports

Treasurer

Programs

Scheduled Activities

CSB National

Registration

Brigade Connection

Brigade Shop

Regional Director correspondence, training

Action items

Prayer requests

Next meeting

Dismissal