

DOULOS HANDBOOK

MINISTRY LEADS



Pastor Isaiah Combs
Worship and Student Pastor



Pastor Alex Rivas
Resident Student Pastor

WELCOME FROM THE PASTORS

We want to welcome you to Berean Student Ministry. As Pastors, we are called to equip the saints for the work of the ministry and are thankful for your obedience to join the ministry and God's calling.

Again, thank you for your obedience to serve, the sacrifices you make and will make, and all that God has done, is doing, and will do in and through you.

DOULOS

WHAT IS DOULOS?

Doulos (δούλος) is the greek word for bond-slave or servant. James, Paul, and many other disciples of Jesus Christ called themselves doulos because they were no long a slave to sin but to God. They willingly submitted themselves to the Master that set them free. As a Doulos Leader, you are a servant of God and to our Lord Jesus Christ, setting the example and leading fellow peers.

A Doulos Leader is a role with great responsibility, and with great responsibility, comes greater strictness. As leaders, there are responsibilities, requirements, and standards we must uphold. Doulos Leaders must set an example in speech, conduct, love, faith and in purity.

A Doulos Leader can only truly lead if they have an understanding of biblical submission. Most believe that submission does not in any way pertain to leadership, but the Lord and His leadership puts that lie to silence. Every leadership role in ministry is subjected to God and His Word. As we, the Pastors, lead you, the leader, though we are leading, we are to submit to God and His Word.

Understanding biblical leadership leads to a humble heart. The Lord humbles our hearts before the Spirit, and we submit to the leading of the Holy Spirit. When we are humbled, submitting to the Holy Spirit, we have the opportunity to be aligned to God, His will, His leadership, His truth, His interpretation, His works, and His love. We can do nothing on our own and need to submit to God and His Word.

So when we lead, we lead as the Holy Spirit leads us. We do not neglect or abuse the calling to lead but yield humbly. We teach what God tells us to teach, from His Word, by His interpretation, with His strength and endurance. We love, because he has loved us first and called us for this purpose for His glory.

DOULOS

REQUIREMENTS

These are the standards of requirements for every Doulos Leader.

1. Every leader is **REQUIRED** to fill out and submit the application and review handbook.
2. Every leader is **REQUIRED** to attend a Sunday in person gathering, Wednesday student gathering **weekly, every** student leader meeting, and **every** student event unless given approval.
3. Every leader is **REQUIRED** to memorize scripture according to plan.
4. Every leader is **REQUIRED** to read and do the required bible work.
5. Every leader is **REQUIRED** to serve in another ministry weekly.
6. Every leader is **REQUIRED** to fill out and submit quarterly *Leadership Accountability*.
7. Every leader is **REQUIRED** to hold themselves to a standard of a biblical leader.

The importance of these requirements are to keep us accountable in our spiritual life and growth and calling to lead in ministry. We must not look at these requirements as burdens but a life we are called to live. As we hold ourselves and each other to the standards of requirements as leaders, we allow accountability to be a safeguard.

Anyone who does not comply will be handled and approached using Matthew 18, wisdom from God, and council of wise men. (See page 8)

DOULOS

RESPONSIBILITIES

- Every leader is responsible to have a basic ability to check and respond to emails for scheduling.
- Every leader is responsible to block out dates in planning center when needed.
- Every leader is responsible to respond to scheduling request 2 weeks before scheduled.
- Every leader is responsible to rightly handle the Word of God. Stay within God's intended interpretation, context, and words.
- Every leader is responsible to have priorities in order before assuming the position of leading.
- Every leader is responsible for our attitude and reactions. Have a joyous attitude in ministry and a tempered reaction to the students, parents, and leaders.
- Every leader is responsible to present themselves pursuing holiness to all.
- Every leader is responsible to be punctual. Please arrive 30 minutes prior to start and set up and prepared to greet.

DOULOS

PREPARATION

Being a leader requires great preparation. Prepare for every Student Gathering, Student event, and Leader meetings. Prepare your heart, soul, and mind on God and the opportunity He has given you. Here is how to prepare.

- **Pray** - Pray for the students, yourself, other leaders, the pastors and elders, the directors, the lessons, and that God is glorified through it all. Pray fervently, purposely, intentionally, and wholeheartedly.
- **Have Workbooks Completed** - Read over the lesson questions and answers. Go over the memory verse and meditate on it.
- **Be Actively in the Word** - Be actively and consistently in the Word, studying it, reading it, memorizing it, hearing it, meditating on it, and sharing it.
- **Priorities** - Having your priorities in order is essential to preparing. Have God first, Parents; obeying them, household chores, etc., School/Work; homework, work scheduled, etc., church, and everything else. However you have your priorities listed have God first and your parents second always.
- **Ask Questions** - If you have any questions or concerns please feel free to contact us. We want to have an open line of communication as you prepare to lead students.

Alex Rivas | 231-141-1414 ext 232
arivas@bereanfamily.com

Isaiah Combs | 231-141-1414 ext 221
pastorisaiah@bereanfamily.com

WEDNESDAY

STUDENT GATHERING

Wednesday Nights is one of the greatest opportunities we have to teach the students the Bible and gather with them.

- Every leader is required to show up **30 mins prior** to the start time. We will meet as leaders, pray before the night begins, and ask God to use us in our weakness.
- Every Doulos leader is required to **Check-In**.
- We will **check-in every student** as they come in and **check out every student** as they leave.
- Doulos Leaders are to be seeking new students, welcoming them, making them feel comfortable, and helping them.
- All Middle School Students will be immediately directed upstairs after check-in and all High School Students will be on the main floor until changeover.
- Everyone **must follow the Student Gathering Schedule**.
- Every leader must **follow and obey the dress code** we uphold for the students.
- Every leader must **never** be alone with a student of the same or opposite sex.

WEDNESDAY

STUDENT GATHERING SCHEDULE

Here is the Wednesday Night Schedule.

5:45 pm	Leaders Arrive	Every leader must check-in and meet by fireplace to go over the schedule and lesson, pray, and prepare for check-in.
6:00 pm	Doors Open / Student Check-In	Middle School Students - upstairs High School Students - main floor
6:30 pm	Start - Middle School	Small Group Time
6:30 pm	Start - High School	Worship Game Sermon
7:10 pm	** Changover **	Middle School Students - main floor High School Student - upstairs
7:15 pm	Start - Middle School	Worship Game Sermon
7:15 pm	Start - High School	Small Group Time
7:50 pm	Close	** Everyone must end promptly at 7:50pm and prep for checkout
8:00 pm	Parent Pick-up/ Checkout	

CONFLICT

RESOLUTION

Though conflict is something we naturally try to avoid we know that conflict will arise within the ministry. We can not and should not avoid conflict but strive to resolve conflict in a controlled tempered biblical way. Read Matthew 18.

Biblical Conflict Resolution:

- 1. Pray** - Bring the conflict up to God. Ask Him to humble you and help guide you through this conflict. Sometimes praying is all we need because He has humbled us to a point to defraud ourselves and not take offense or has revealed to us some emotions that may have overruled our temper. If the conflict is not settled with you and the Spirit has led you to the next step of resolution proceed further action.
- 2. Conversation** - (Matt 18:15) Have a conversation with the person you have a conflict with alone. Though conversations may be hard to have, we may win a brother/sister. It is very important to do this alone and privately, not adding anyone else to the situation, because the conflict may arise even more. Be wise in delivery and timing of this conversation. Unresolved proceed to the next step of resolution.
- 3. Witness** - (Matt 18:16) If the conflict is not resolved bring one or two witnesses. Witnesses are beneficial to give an unbiased wisdom and witness the repentance and reconciliation of the conflict. If unresolved, proceed to the next step of resolution.
- 4. Brought up to Pastors/Elders** - (Matt 18:17) If the conflict is not resolved in the previous steps it will be brought up to the pastors and elders of the church. The pastors and elders will make the wise decision on how to handle the situation.

The goal with conflict resolution is reconciliation. Pastor Isaiah and Alex are available to stand in as witnesses. If you have a conflict with the Pastors, go up the chain of command for your witness. We will use the Conflict Resolution Steps with the pastors, leaders, and students. Please keep in mind, especially with students, to be wise in delivery, timing, and words.

PASTOR STANDARDS

As your Pastors, we have standards that we uphold ourselves to, allowing you to keep us accountable. Here are our standards as your pastors:

- As your Pastors, we are to pastor the team of leaders and ministry of students to the best of our ability.
- As your Pastors, we are to disciple the team of leaders and ministry of students, using and rightly handling the Word of God.
- As your Pastors, we are to lead and display partnering with parents and helping disciple their students.
- As your Pastors, we are to encourage, challenge, and uplift the team of leaders.
- As your Pastors, we are to help keep you accountable to God and His Word, as He grows you spiritually and strengthens you.
- As your Pastors, we are to create and maintain a safe, joyous, kind, loving, and gospel centered environment for the team of leaders and ministry of students.

THANK YOU LEADERS

Again thank you leaders for your willingness to serve the church and community. Thank you to you, your families, and all the sacrifices you make to lead and minister. We thank our God for you.

We always thank God, the Father of our Lord Jesus Christ, when we pray for you, since we heard of your faith in Christ Jesus and of the love that you have for all the saints, because of the hope laid up for you in heaven. Of this you have heard before in the word of the truth, the gospel - Colossians 1:3-6

