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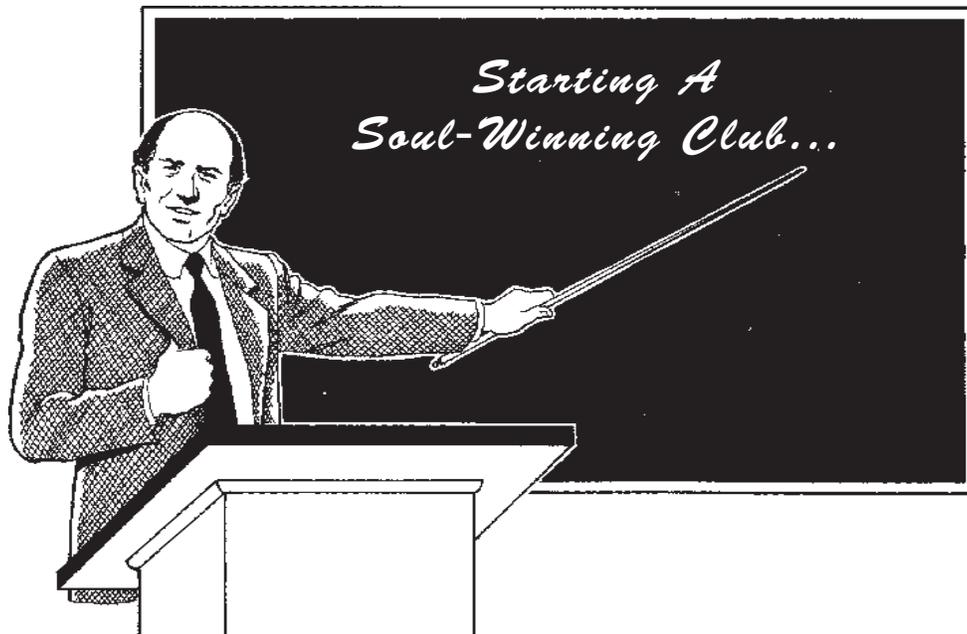
Operation
Go

**Trainee's
Guide**

Operation Go

INTERNATIONAL

**Soul Winning
Director's Guide**



David Wood Ministries

P.O. Box 1490 ❖ Panama City, Florida 32404

Phone: 850-640-2121 ❖ FAX: 850-640-2124

www.dwministries.org ❖ office@dwministries.org

Welcome to *OPERATION GO!*

We are thrilled that you have chosen *Operation Go* as your church's soul winning training tool! If you will follow all of the directions in this manual, it will not be long before you, with God's help and the support of your *International Soul Winning Directors Institute*, get this exciting, producing soul winning program off the ground!

As a graduate of the International SWDI, you have already received the training necessary to begin a soul winning club in your church. The 13 steps you learned, and the effective way to teach them has already been covered. This manual offers you step-by-step instructions, as well as camera-ready forms for record-keeping and incentives, and many teaching aids. Simply reproduce anything that is helpful to you.

May God bless you as you begin a work that will touch your church and community for Him!! There is no greater work than training others to personally lead precious souls to the saving knowledge of our Lord!



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Introduction

From the Desk of Dr. Wood...

While pastoring two local churches over a nineteen-year period, I was constantly struck by the need for trained, proficient, producing soul winners. Every Bible-believing pastor WANTS to practice personal soul winning, and does so with varied enthusiasm. Most pastors, however, never get a core of trained Christians within the local church who practice personal soul winning and understand the New Testament philosophy of the church.

That being the case, I began to slowly develop a training course that would produce this core of Christians within the local church. The following manual pages contain the fruits of this study and planning.

As I began to practice the concepts God was giving me, and then instituted our first soul winning club, I noticed a tremendous blessing: Not only were those who finished the course becoming producing soul winners, they were also much more knowledgeable in ushering, altar work, the ministry of the Holy Spirit, restoring backsliders, and many other areas! (Many of them even became more aware of the purpose of the church than some of the staff members!)

I am burdened to help each Soul Winning Director, whether he is a pastor, layman, or staff member in the church, train and motivate others to capture a town for Christ. Simply stated, *Operation Go* is a plan to thoroughly develop and train Christians to participate in a church's Gospel outreach.

It is important to understand how simple this program is.

Operation Go is a 13-week, trainer/trainee, soul-winning course. For 13 consecutive weeks, your soul-winning club will meet (preferably on Saturday mornings) for two-hour training sessions. Each trainee will meet with his trainer sometime (usually Thursday evenings) for three hours of on-the-field training. Assignments are given at the end of each week's lesson, and are to be completed by the following week. Time is set apart during each session for the trainer to check and initial all assignments.

At the end of the training session, the trainee will have completed all of the coursework listed on page 21. When you see it listed all together, you'll understand why this is called a college level course!

A few weeks into his first session, the trainee will actually deal with a lost person, and it is expected that he will win his first soul during this training period. Many will even win their first soul instantly, and will win many, many more over the course of the next several weeks!

It is important for you, or your club record keeper, to take statistics at each week's meeting. This will produce an incentive which will result in thanksgiving over the numbers of hours visited by those in the club, the numbers saved each week, and the numbers down the aisle on Sunday and baptized into the fellowship of other Christians. You won't believe how excited the church members will get when the results are reported. It will cause many of them to sign up immediately for the next 13-week session!

The trainees **MUST** complete all assigned work. At the end of the entire session, the pastor will publicly present each graduate with a frameable parchment Completion Certificate. A camera-ready certificate is included on page 32; simply have them printed on parchment paper, then fill in the names and dates before presentation.

The following pages go into great detail; the information given covers every area of setting up and running this program. I firmly believe that after a couple of 13-week sessions of concentrated effort, a core of trained dedicated soul winners can be trained in any church. I further believe, because I have seen it so many times, that these soul winners can help the church **DOUBLE** its outreach and growth potential! We have had many reports from Asia of sister churches being planted because of a tremendous growth explosion!

As Soul Winning Director, you need to be very familiar with the material contained in this manual before starting your first 13-week session.

God bless you as you begin to train qualified, dedicated Christians who will help to reach your "Jerusalem" with the precious Gospel!

Yours for Souls,



Keys to Success



You will notice in the actual training curriculum that there are four “Golden Keys” given to the trainee. In much the same way, this manual would not be complete without a focus on several important keys to help ensure the success of the club at your church:



The Soul Winning Director – A SOUL WINNER

Although this should go without saying, the leader and motivator of this club must be an active, successful soul winner. A director who feels inferior in this area should go through the training individually, and put all areas into practice until he is confident as a soul winner. He should practice personal soul winning as part of his preparation in building a great soul-winning club.



The Trainer/Trainee Concept

The potential of this soul-winning club is exciting, and many directors would like to immediately have 30, 40, 50, even 100 members right away. The ministry office receives many letters from eager SWDI graduates who have just received their kits and are ready to take off. The letters tell of large numbers signing up for the program, and ask if it is good to start with many. We answer each with the following:

First of all, this is your local church soul-winning club. You may run it in whatever way you feel led, but please keep this in mind: Churches that start clubs with larger numbers usually experience initial success but then have difficulty as members drop out and the program begins to falter. Why? A building must be built upon a strong foundation! The members involved had not gone through the program in order to be trainers. Many times they were just assigned the position. These dedicated Christians may have had all of the burden and desire necessary, but were not trained properly and never felt grounded and secure. Remember, **INSPIRATION WITHOUT EDUCATION ALWAYS LEADS TO FRUSTRATION.**

You must understand that although you can affect the soul winning fervor of the church within six to nine months, it will take up to two years to build the kind of foundation for this club that will continue to grow. You must have patience as each session allows for more members, until your goal numbers are becoming a reality. This program is based upon the New Testament concept of multiplication: It is ideal to begin with four people, two trainers (preferably you and your wife) and two others. Make a big deal of it at church during the services – don’t be afraid to have a waiting list there in the foyer; it will keep the excitement high as the next people wait for their sessions to start.

Above all, remember to always treat this soul-winning club as a very high priority in the church – don't have a snobbish air about the number involved or who is in it (that's what seems to worry a lot of directors when they think of telling all interested that only a few can start). Explain the concept of the training to church members, reminding them that with four sessions per year, a total of 64 members can be involved by the beginning of the 5th session!

The Pastor's Role

If the pastor elects to choose someone to be the church Soul Winning Director (which is usually the case), it is very important that he still be very active in the club. The best foundation the club could possibly have is for the Soul Winning Director, his wife, and the pastor and his wife go through the first 13 weeks together. Then two more ladies and two more men can join for the second session, each assigned as a trainee to one of the four members who have graduated.

Even after the first few sessions, the pastor should continue to attend the training sessions and show his support for the club. He should announce blessings from the meetings in church, as well as results from visitation and soul winning. It is also very effective to have a first-time soul winner stand up in front of the congregation and give a testimony about his/her experience.

Building Leaders

The soul-winning club offers one of the greatest opportunities possible for building leaders out of the church family. Imagine what would happen if every Sunday School teacher, deacon, usher, bus minister, and choir member went through an intensive training course like this! Not only would they understand the heart of the soul winning church—the heart of the pastor—they would have received instruction in all areas of the church and how they work together to fill them. Everything increases, from loyalty to the pastor, to dedication and production in their areas!

Effective Communication

The Soul Winning Director must understand the soul-winning plan so well that he can communicate all of its importance and procedures to the club members in a simplistic manner. He should use repetition during the sessions and should stress over and over the 13-point plan, completion of assignments, role of the trainer and trainee, and the entire importance of soul winning in general.

There must also always be an open, direct line of communication between the Soul Winning Director and the pastor of the church. The pastor should be encouraged to speak at each training session for a couple of moments so that he can communicate his burden for the church with the club members.

Each session gives the director an excellent opportunity to build church loyalty and a wholesome spirit of excitement, and to address all key areas of the ministry so that the members develop a real spirit of oneness.

 **Weekly Soul Winning “On-the-Field”**

The following contains practical thoughts on the required soul winning hours:

- When to Visit?
 - The trainee is required to visit at least three hours per week. This time is to be spent with the trainer in “on the job” training. Some clubs have their members meet on regular church night visitation time, while others find it very effective to have the teams go out right after the Saturday morning training session.
 - We have found, however, that it is wise for the trainer to set up a time during the training session time for the visitation. This allows for different schedules, visiting when you know your prospects are home, etc.

- Where to Visit?
 - The visitation will be done from prospect cards and/or door-to-door visitation. Stress during the meetings that the prepared soul winner will also keep note cards with him. Everyone he meets—friends of those he wins, family members of new converts, etc.—are to be added to his cards and will form a soul winning list he prays over every day.
 - The soul winner who is active and doing the job will find that there are many more prospects to be visited than he can possibly find the time to see. Prospects are gained from those who visit the church, those who share the spiritual needs of their friends and loved ones, a church-wide survey of the area, etc.

- Who Does the Talking?
 - It is the job of the trainer to train the trainee. Therefore, the trainee will listen to the trainer make all Gospel presentations in the home for the first few weeks. After this time, the trainee should make a presentation once in a while (if he feels comfortable), with the trainer making observations and giving helps after they leave the home.
 - Sometimes you will have a trainee who feels he has had a lot of visitation experience. He may think he should jump right in and take the reins while visiting in a home. Not so! He must understand that he is to follow the 13-point plan exactly as it is given and taught in the training sessions. He must observe his trainer for a certain amount of time and watch soul winning that wins people to Christ and gets them into the church for follow-up.

- What Materials Are Needed?
 - The church should provide a good Gospel tract for soul winners. In addition, it is effective to supply baptism tracts, brochures, church information, any special flyers for special Sundays, etc.

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- It is also vital that the soul winner carry a good soul-winning Bible. If at all possible, he should carry a slim-lined, soul-winning New Testament that fits easily in the inside pocket of a suit jacket or sports coat.
 - Visitation or Soul Winning?
 - It is easy, and very possible, for churches to get into a regular visitation program without any personal soul winning. This happens because the church members visit absentees, people in the hospital, and those who visited the church, and the visits usually result in the prospect being asked to visit the church again. Most of the time, this happens because those visiting have not been trained to present a clear plan for salvation and would feel very uncomfortable bringing up the subject.
 - The Soul Winning Director, during the meetings, needs to stress the distinction between visitation and personal soul winning. Visitation is very necessary, but if personal soul winning is neglected, the soul-winning fervor and outreach of the club will be greatly diminished.



How to Start a Soul-Winning Club



Learning the Soul-Winning Plan

Before launching the first soul winning club session, the director should listen to all four of the soul-winning tapes (included) and should memorize the 13-point plan. If there is time, it would be a great help to read Dr. Wood's book, The Jerusalem Factor, the program curriculum book. It covers completely the philosophy of New Testament soul winning.



Selecting Trainees

As formation of this club is announced, there will be many who express an interest. As was stated earlier in this manual, the club should be started with no more than 2-4 people going through the first session. If the pastor is the Soul Winning Director, he should choose one man in the church to train. If his wife is a capable soul winner, or if she has been through the training at a *Soul Winning Directors Institute*, she may also train the trainee's wife at the same time. If the Soul Winning Director is chosen by the pastor, he should take the pastor through the first session to keep the lines of communication wide open.

If it is absolutely necessary that the director train more than one person in the first session, remember that he must make the further commitment of visiting the three hours per week with each trainee.

IMPORTANT NOTE: After the 13-week session has started, do not take any more trainees into the session! They should be added to the waiting list and can be taken in under a trainer the next session.

Whatever you do, as the waiting list grows, be sure to choose those you know are serious and will make a dedicated commitment to winning souls to Christ. There is more about this process under the section entitled "Recruiting for the Soul Winning Club" on page 14.



Ordering Materials

You should have enough materials to complete your first thirteen-week session. When beginning your planning for the next session, you'll find a Material Order Form at the end of this manual. Please make a copy, fill it out with the materials you need for that session, and fax, mail, or deliver it to your field representative at the field office there. The items should be there on-site, and it should take you no longer than 2-3 weeks to receive them.

With your acceptance of this “Soul Winning Director’s Guide,” all rights are given to you to reproduce all forms and any materials contained. With your Director’s Kit you also received one “Trainee’s Guide” and two of the curriculum books, The Jerusalem Factor, one for each of you. If you are bringing only one person into the club with you in your first session, you are ready to go. If you are starting with more than one, the only materials you should have to order are what you need for the extra trainees—a “Trainee’s Guide” and one book for each. These are on the Material Order Form, as well as the evangelism/discipleship booklet, *Fruit that Remains*. Consider also ordering and printing your incentives at this time as well, to stay “ahead of the game” (see “Club Incentives” section, p. 31).

Now a note about cost: This program has been given to you at no cost. However, if you can afford to give a small donation to your field office, it would help us to cover a small portion of this endeavor. We recommend that you have each trainee pay at least a small amount for all of his materials before the beginning of the course. This is good practice for two reasons: First, the church is reimbursed for any costs and is building a solid soul-winning program. Secondly, and probably more importantly, we all know that something means a lot more if we pay for it; having them pay for their own educational materials will give them more of a sense of ownership and will be much more effective.



Setting Up for Records

Before the first training session, duplicate the forms (located on the next two pages) on which you can log trainers’ and trainees’ names, visitation hours, numbers visited and witnessed to, numbers won, numbers walking the aisle, and even the numbers who join into the fellowship of your local church. If you can enter the statistics each week into a software program on the church’s computer system, you will be ahead of the game. Accurate records should be kept, even the copies of material order forms, incentive winners, graduates, etc. Remember, proper record keeping helps to maintain integrity and ongoing growth.



The Place of Prayer

This soul-winning club must be born through, and bathed with, PRAYER! Please note that a large part of the trainee’s development and personal soul-winning growth is directly related to prayer. The real success of this club is proportional to the time and direction that is given and sought through the personal prayers of the pastor, director, and leaders.

Operation Go - Weekly Attendance

Session Dates: _____ **to** _____

Club Secretary _____

| <u>TRAINER</u> | <u>TRAINEE</u> | #1 | #2 | #3 | #4 | #5 | #6 | #7 | #8 | #9 | #10 | #11 | #12 | #13 | BANQUET |
|----------------|----------------|----|----|----|----|----|----|----|----|----|-----|-----|-----|-----|---------|
| 1. _____ | _____ | | | | | | | | | | | | | | |
| 2. _____ | _____ | | | | | | | | | | | | | | |
| 3. _____ | _____ | | | | | | | | | | | | | | |
| 4. _____ | _____ | | | | | | | | | | | | | | |
| 5. _____ | _____ | | | | | | | | | | | | | | |
| 6. _____ | _____ | | | | | | | | | | | | | | |
| 7. _____ | _____ | | | | | | | | | | | | | | |
| 8. _____ | _____ | | | | | | | | | | | | | | |
| 9. _____ | _____ | | | | | | | | | | | | | | |
| 10. _____ | _____ | | | | | | | | | | | | | | |
| 11. _____ | _____ | | | | | | | | | | | | | | |
| 12. _____ | _____ | | | | | | | | | | | | | | |
| 13. _____ | _____ | | | | | | | | | | | | | | |
| 14. _____ | _____ | | | | | | | | | | | | | | |
| 15. _____ | _____ | | | | | | | | | | | | | | |

Operation Go - Weekly Statistics

Session Dates: _____ **to** _____

Club Secretary _____

| <u>TRAINER</u> | <u>TRAINEE</u> | HOURS VISITED | SOULS WON | PUBLIC PROFESSIONS | BAPTIZED |
|----------------|----------------|---------------|-----------|--------------------|----------|
| 1. _____ | _____ | | | | |
| 2. _____ | _____ | | | | |
| 3. _____ | _____ | | | | |
| 4. _____ | _____ | | | | |
| 5. _____ | _____ | | | | |
| 6. _____ | _____ | | | | |
| 7. _____ | _____ | | | | |
| 8. _____ | _____ | | | | |
| 9. _____ | _____ | | | | |
| 10. _____ | _____ | | | | |
| 11. _____ | _____ | | | | |
| 12. _____ | _____ | | | | |
| 13. _____ | _____ | | | | |
| 14. _____ | _____ | | | | |
| 15. _____ | _____ | | | | |

Date of this report: _____

TOTALS (THIS WEEK): _____

TOTALS (THIS SESSION): _____

TOTALS (ALL SESSIONS): _____



Recruiting for the Soul-Winning Club



Use the Church Platform!!

This is where you will get just about everything done. Tell church members right away what is starting in the church, and as the first session progresses, share all of the blessings and results with the congregation. As stated earlier, having a first-time soul winner share the experience is very effective.

A couple of suggestions: When someone comes forward to make a salvation decision public, have the soul winner who won him stand next to him at the front. Also, as was covered earlier, when you mention the club from the pulpit, guard against making it sound like an elitist, private club. A snobbish air about the club will discourage others from getting involved and could make the members seem self-righteous. As you know, that is the last thing our churches need! The club's successes should be rejoiced over by the entire church family, so that all it does is make others long to be involved and learning to win others to Christ.

A workable plan for recruitment (once you get past your first one or two sessions) follows:



Sign-Up Sunday

When a new session is set to begin in approximately four weeks, insert an interest slip (page 16) into the bulletin that gives the dates for the new session and allows the members to fill it out and place it in the offering plate. Announce the new start of a session, dates, etc., before the offering and direct them to fill these out if they are interested.



Commitment Sunday

The very next Sunday, all who put a slip into the offering plate are to be invited to a meeting after the evening service. This is called the Commitment Meeting, and it is the time for you, as Soul Winning Director, to thoroughly explain the *Operation Go* soul-winning club. The responsibilities, assignments, and any financial costs should be covered so that all will know what being a member involves.

At the end of a question/answer period, those who are willing to make the 13-week commitment are asked to sign the Trainee's Personal Commitment Form (page 17). The new trainee turns the form in before leaving so that a list of next session's trainees can be compiled. On the first day's meeting of the new session, the form is given back to the trainees so they can be reminded again of their commitments.



Assigning Trainees to Trainers

This is one of the hardest aspects of recruitment, and the director should work with the pastor while prayerfully choosing trainees and assigning them to trainers. Many factors must be considered, such as spirituality, social life and position, personality, church background, education, etc. Of course, there will be some who choose their own trainers and indicate the trainer's name on the Trainee's Personal Commitment Form. This makes your job much easier.

During this time, those who cannot be accepted into the club because of lack of enough trainers should be contacted. Tell them they are on a waiting list and will be given first priority at the beginning of the next session.



Graduate as Recruiter

As the soul-winning club sessions progress, those who graduate and receive their certificates publicly will become your very best recruiters for the following sessions. They should, in fact, be on the lookout for those in the church who express a desire to become good personal soul winners.

Slip for those interested in joining the soul winning club
(to be inserted in Sunday Bulletin):

I am interested in learning more about
the next session of the Operation Go
soul-winning club!

Name: _____

Address: _____

City/State: _____

Zip: _____ Phone: _____

Please place in the offering plate.

I am interested in learning more about
the next session of the Operation Go
soul-winning club!

Name: _____

Address: _____

City/State: _____

Zip: _____ Phone: _____

Please place in the offering plate.

I am interested in learning more about
the next session of the Operation Go
soul-winning club!

Name: _____

Address: _____

City/State: _____

Zip: _____ Phone: _____

Please place in the offering plate.

I am interested in learning more about
the next session of the Operation Go
soul-winning club!

Name: _____

Address: _____

City/State: _____

Zip: _____ Phone: _____

Please place in the offering plate.

Operation Go
Trainee's Personal Commitment Form

Knowing I must obey the Lord's commandment that every Christian be a personal soul winner, and surrendering to His power and blessings, I make the following commitment to the soul winning club at my church. I commit to:

- 1) Attend the weekly training session and be punctual, realizing that more than two absences will make my graduation from the Operation Go course impossible at this time.
- 2) Faithfully complete the assignments for each week, including those given if I am absent.
- 3) Go soul winning "on the field" for at least three hours per week with my trainer.
- 4) Cooperate with my club director and trainer in allowing the Lord to work in me the discipline of a personal soul winner.
- 5) Be faithful to exemplify Christian living and loyalty to my church.

Name: _____ (Print) Signature: _____

Address: _____

City: _____ State: ____ Zip: _____ Phone: _____

Best Time to Reach Me: _____ a.m. /p.m. E-mail: _____

I have already been asked to work with someone who has finished the *Operation Go* course. The name of my trainer is _____.

Operation Go
Trainee's Personal Commitment Form

Knowing I must obey the Lord's commandment that every Christian be a personal soul winner, and surrendering to His power and blessings, I make the following commitment to the soul winning club at my church. I commit to:

- 1) Attend the weekly training session and be punctual, realizing that more than two absences will make my graduation from the Operation Go course impossible at this time.
- 2) Faithfully complete the assignments for each week, including those given if I am absent.
- 3) Go soul winning "on the field" for at least three hours per week with my trainer.
- 4) Cooperate with my club director and trainer in allowing the Lord to work in me the discipline of a personal soul winner.
- 5) Be faithful to exemplify Christian living and loyalty to my church.

Name: _____ (Print) Signature: _____

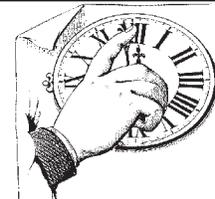
Address: _____

City: _____ State: ____ Zip: _____ Phone: _____

Best Time to Reach Me: _____ a.m. /p.m. E-mail: _____

I have already been asked to work with someone who has finished the *Operation Go* course. The name of my trainer is _____.

It's Time for the Training Session!



We've covered how to get you to this point—the forms, recruiting, choosing and setting up of meeting place (even down to refreshments) should be set and ready. Now it's time to lead the first session!



The Format

The training session should last for approximately two hours each week and should follow this format:

1. Opening Chorus (an exciting chorus that the church family enjoys singing)
2. Prayer
3. Club members repeat 4-fold purpose of club in unison (at the very first meeting the director and trainers will teach 4-fold purpose to new trainees)
4. All club members recite club verse (Matthew 4:19) together
5. Club secretary (if you have) takes attendance and statistics
6. Training session -- teach this week's lesson (approx. 40 min.)
7. A fellowship and refreshment break (10 min.)
8. Review next week's assignments
9. Review last week's assignments (drill verses, etc., in unison and work with individuals)
10. Trainer/trainee work time
 - a. Check, date, and initial all completed assignments
 - b. Work and drill on 13-point plan covered to date
11. Secretary gives oral reports on last weeks results (the first week the secretary could cover how records will be kept, what sort of information, etc.)
12. Everyone together works on soul winning plan
 - a. Drill on the 13 steps and the Golden Keys covered to date
 - b. Give a written test from time to time
 - c. Instruct in difficult areas (being folksy, relaxed, bringing up the subject, review of Golden Keys, personal testimonies from the week, etc.)
13. Challenge the club members to a great week of harvesting
14. Sing chorus from beginning of session
15. Dismiss in prayer

This format really works and will keep the level of excitement high for the new trainees, as well as those who have been in the club for a while.



The Time and On Time

Experience has taught that the absolute best time of the week to hold the training session is Saturday morning from 8 to 10 a.m. You may, however, choose to hold a special session meeting at another time for ladies who do not work during the week, or something for men only who have to work second shift. There is absolutely nothing wrong with ultimately conducting three or four training sessions a week as the club grows larger and larger. Talk about church-wide excitement!

You must stress from the beginning the importance of being on time for these meetings. There is really nothing you can do (because of the environment of encouragement and fellowship) to those who are habitually tardy, but be creative! Try to think of something that will fit your situation.

The fellowship and refreshment break that is given after the lesson is very important. Try to always offer coffee, juice, and some sort of fresh muffins or doughnuts. You could take an offering at the end of each meeting to cover the refreshment costs. If your club meets in the back room of a local restaurant, this is the time for the food, and, of course, everyone would just be responsible for their own.

The trainer and trainee need to sit together during every session. This builds real fellowship and loyalty to the program, as well as using mechanics that make it work.

It is vital that the meeting begin exactly on time with an exciting chorus to start everyone off. Don't let the fast-paced spirit of excitement drop off!



The Trainer/Trainee Relationship

It is a good idea to have short meetings from time to time with only the club trainers. Stress during the meeting how important it is for them to develop a real, mentoring relationship with their trainees, not only in soul winning but in other areas of Christian growth as well.

The trainer is to also keep up with how his trainee is doing on the assignments and should be a constant motivator so that all requirements of the club will be met.



The Assignments

As you go through the first couple of sessions, the assignment procedures may be a little confusing, but you'll get it!

The next page (21) contains the *Operation Go* "Trainee's Assignment Guide (All coursework at a Glance)," followed by a "Leader's Weekly Curriculum Assignment Guide" (p. 22). All trainees will have these sheets in the "Trainee's Guides." They will also have the assignments, completely broken down, at the end of each lesson. Remember to go over the assignments for the next week at the close of each week's lesson.

During the trainer/trainee work time (number 10 on the format), the trainer is to check and initial the section at the end of each lesson, AND the sections that are completed on the "Trainee's Assignment Guide," as they are read, recited, written, etc.

The memory verses will probably be the hardest areas for the trainees. There are a lot to memorize. The verse cards are included in this section for your own use (make copies and cut them out), as well as the Three-Page Soul Winning Plan to help you see the flow. Make sure that you drill the verses from the preceding weeks, and go over the verse(s) assigned for the next week.



Club Statistics

During the statistics time (number 5 on the format), trainers and trainees are to turn in a report to the secretary that includes hours visited, names of those visited and any salvation decisions. (The slip for this is on page 30.) In this way, the secretary has time to tally all totals before giving the report for the week. It may not seem impressive when the club is small, but wait until 15-30 teams are going out each week!

Operation Go

Trainee's Assignment Guide (All Coursework at a Glance)

Trainee _____ Soul Winning Director _____

Trainer _____ Session Dates _____ to _____

| Date(s) Assigned | Assignment | Date(s) Completed | Trainer's Initials |
|------------------|--|-------------------|--------------------|
| _____ | 1. Learn the key phrases of the Soul Winning Club Plan | _____ | _____ |
| _____ | | _____ | _____ |
| _____ | | _____ | _____ |
| _____ | 2. Learn the four-fold purpose of soul winning: | _____ | _____ |
| _____ | a. Win people to Christ | _____ | _____ |
| _____ | b. Get them baptized | _____ | _____ |
| _____ | c. Teach & Train them | _____ | _____ |
| _____ | d. Help save the world! | _____ | _____ |
| _____ | 3. Read <u>The Jerusalem Factor</u> | _____ | _____ |
| _____ | Pages 1 -20 | _____ | _____ |
| _____ | Pages 21-44 | _____ | _____ |
| _____ | Pages 45-58 | _____ | _____ |
| _____ | Pages 59-81 | _____ | _____ |
| _____ | Pages 81 (Lesson 8) - 104 | _____ | _____ |
| _____ | Pages 104 (Toolbox) - 126 | _____ | _____ |
| _____ | Pages 126 (Lesson 12) - 142 | _____ | _____ |
| _____ | Pages 142 (Lesson 14) - 160 | _____ | _____ |
| _____ | Pages 160 (Lesson 16) - 174 | _____ | _____ |
| _____ | Pages 175-202 | _____ | _____ |
| _____ | Pages 203-223 | _____ | _____ |
| _____ | Pages 224-252 | _____ | _____ |
| _____ | 4. Listen to these cassette tapes: | _____ | _____ |
| _____ | a. Soul Winning Lecture #1 | _____ | _____ |
| _____ | | _____ | _____ |
| _____ | b. Soul Winning Lecture #2 | _____ | _____ |
| _____ | | _____ | _____ |
| _____ | c. Soul Winning Demonstration (Tape #3) | _____ | _____ |
| _____ | | _____ | _____ |
| _____ | d. Fruit that Remains (Tape #4) | _____ | _____ |
| _____ | | _____ | _____ |
| _____ | 5. Outline three soul winning examples in the Bible | _____ | _____ |
| _____ | | _____ | _____ |
| _____ | 6. Read & study John 14-16 | _____ | _____ |
| _____ | | _____ | _____ |
| _____ | 7. Memorize the following: | _____ | _____ |
| _____ | a. Romans 3:23; 6:23; 5:8; 10:13 | _____ | _____ |
| _____ | b. Club Verse: Matthew 4:19 | _____ | _____ |
| _____ | c. Luke 9:62 | _____ | _____ |
| _____ | d. Psalms 126:6 | _____ | _____ |
| _____ | e. John 15:16 | _____ | _____ |
| _____ | f. Matthew 28: 19, 20 | _____ | _____ |
| _____ | g. Acts 4:13 | _____ | _____ |
| _____ | h. Isaiah 44:3 | _____ | _____ |
| _____ | i. Mark 9:29 | _____ | _____ |
| _____ | j. Acts 5:32 | _____ | _____ |
| _____ | k. Acts 1:8 | _____ | _____ |
| _____ | l. Acts 4:31 | _____ | _____ |
| _____ | m. I Corinthians 2:1-3 | _____ | _____ |
| _____ | n. I Corinthians 2: 4,5 | _____ | _____ |
| _____ | 8. Take non-member soul winning | _____ | _____ |
| _____ | | _____ | _____ |

Operation Go Leader's Weekly Curriculum Assignment Guide

Session Dates _____ to _____ Soul Winning Director _____

| <u>Date</u> | <u>Week Number</u> | <u>Verses</u> | <u>The Jerusalem Factor</u> | <u>Cassette Tapes</u> | <u>General Assignments</u> |
|-------------|--------------------|---------------------------------------|-----------------------------|-----------------------|----------------------------|
| _____ | 1 | 7a | Pages 1 - 20 | 4a | 1, 2 |
| _____ | 2 | 7b & c | Pages 21 - 44 | 4b | 1, 2 |
| _____ | 3 | 7d | Pages 45 - 58 | 4c | 6 |
| _____ | 4 | 7e | Pages 59 - 81 | 4d | 1, 2, 5 (#1) |
| _____ | 5 | 7f | Pages 81 (Lesson 8) - 104 | | |
| _____ | 6 | 7g | Pages 104 (Toolbox) - 126 | 4a | 5 (#2) |
| _____ | 7 | 7h | Pages 126 (Lesson 12) - 142 | 4b | 6 |
| _____ | 8 | 7i | Pages 142 (Lesson 14) - 160 | 4c | 8 |
| _____ | 9 | 7j | Pages 160 (Lesson 16) - 174 | 4d | 5 (#3) |
| _____ | 10 | 7k | Pages 175 - 202 | 4a | 1, 2 |
| _____ | 11 | 7l | Pages 203 - 223 | 4b | 6 |
| _____ | 12 | 7m & n | Pages 224 - 252 | 4d | 8 |
| _____ | 13 | NO ASSIGNMENT -- REVIEW -- CHECK-UP!! | | | |

THE VALUE OF PERSEVERANCE

It's a rare person who does not get discouraged. Whether it happens to us, or to friend we are trying to cheer up, the answer to discouragement centers around one word: **PERSEVERANCE**.

The value of courage, persistence, and perseverance has rarely been illustrated more convincingly than in the life story of this man (try and guess who he is while you are reading):

| <u>Event In Life</u> | <u>Age</u> |
|--|-------------------|
| Failed in Business | 22 |
| Ran for Legislature -- Defeated | 23 |
| Again Failed in Business | 24 |
| Elected to Legislature | 25 |
| Sweetheart Died | 26 |
| Suffered a Nervous Breakdown | 27 |
| Defeated for Speaker | 29 |
| Defeated for Elector | 31 |
| Defeated for Congress | 34 |
| Elected to Congress | 37 |
| Defeated for Congress | 39 |
| Defeated for Senate | 46 |
| Defeated for Vice-President | 47 |
| Defeated for Senate | 49 |
| Elected President of the United States | 51 |

That's the record of Abraham Lincoln, the 16th President of the United States!

Now when they saw the boldness of Peter and John, and perceived that they were unlearned and ignorant men, they marvelled; and they took knowledge of them, that they had been with Jesus.

Here are your club verses with the corresponding references. Simply cut them out on the dotted lines and use them as flashcards for practice!

Go ye therefore, and teach all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Ghost:
Teaching them to observe all things whatsoever I have commanded you: and, lo, I am with you always, even unto the end of the world.

And he saith unto them, Follow me, and I will make you fishers of men.

Ye have not chosen me, but I have chosen you, and ordained you, that ye should go and bring forth fruit, and that your fruit should remain: that whatsoever ye shall ask of the Father in my name, he may give it you.

For whosoever shall call upon the name of the Lord shall be saved.

He that goeth forth and weepeth, bearing precious seed, shall doubtless come again with rejoicing, bringing his sheaves with him.

But God commendeth His love toward us, in that, while we were yet sinners, Christ died for us.

And Jesus said unto him, No man, having put his hand to the plough, and looking back, is fit for the kingdom of God.

For the wages of sin is death; but the gift of God is eternal life through Jesus Christ our Lord.

Here are your club verses with the corresponding references. Simply cut them out on the dotted lines and use them as flashcards for practice!

Acts 4:13

Matthew 4:19

Matthew 28: 19,20

Romans 10:13

John 15:16

Romans 5:8

Psalms 126:6

Romans 6:23

Luke 9:62

For all have sinned, and come short of the glory of God.

Here are your club verses with the corresponding references. Simply cut them out on the dotted lines and use them as flashcards for practice!

And when they had prayed, the place was shaken where they were assembled together; and they were all filled with the Holy Ghost, and they spake the Word of God with boldness.

But ye shall receive power, after that the Holy Ghost is come upon you: And ye shall be witnesses unto me both in Jerusalem, and in all Judaea, and in Samaria, and unto the uttermost part of the earth.

And we are his witnesses of these things; and so is also the Holy Ghost, whom God hath given to them that obey him.

And He said unto them, this kind can come forth by nothing, but by prayer and fasting.

And my speech and my preaching was not with enticing words of man's wisdom, but in demonstration of the Spirit and of power:

That your faith should not stand in the wisdom of men, but in the power of God.

For I will pour water upon him that is thirsty, and floods upon the dry ground: I will pour my spirit upon thy seed, and my blessing upon thine offspring.

And I, brethren, when I came to you, came not with excellency of speech or of wisdom, declaring unto you the testimony of God.

For I determined not to know any thing among you, save Jesus Christ, and him crucified.

And I was with you in weakness, and in fear, and in much trembling.

Here are your club verses with the corresponding references. Simply cut them out on the dotted lines and use them as flashcards for practice!

Romans 3:23

Acts 1:8

Acts 4:31

Mark 9:29

Acts 5:32

Isaiah 44:3

I Corinthians 2: 4,5

I Corinthians 2:1-3

Operation Go

Three-Page Soul Winning Plan

(with Underlined Key Phrases and Questions)

Introductions:

“Hello, I’m David Wood and this is Jerry Smith. We are from Heritage Baptist Church and stopped by to visit with you for a little while if that’s all right with you. May we come in? (Now spend some time being “folksy;” chat with them about interests, children, etc.)

Section I (Cast the Net Right):

1. “What is your church background?” Give a brief testimony here as a natural lead into your next question.
2. “If you were to die right now, are you 100% sure that you would go to Heaven?” Following a negative or unsure response, ask the next question while taking your New Testament from your pocket or purse.
3. “Could I take just a moment to show you how you can know for sure?” At this point, after a “yes,” state that there are four basic things that a person must know and act upon to become a Christian.

Section II (Use the Right Bait):

4. “The first thing that God says is that we are all sinners.” Read Romans 3:23 twice. Apply with simple illustrations.
5. “God’s penalty for sin is death in Hell.” The bible teaches that there is a price tag on our sin. Read Romans 6:23 twice. Explain that there is a physical death, and a second death in Hell. Explain here that man could not possibly come up with a plan to pay that penalty, but that God has already paid it.
6. Now read Romans 5:8 twice. “Jesus paid the penalty for ALL sin when He died and shed His blood on the cross.” It is good here to lead the person to understand that although Jesus died for everyone, not everyone is going to Heaven. “The last thing I want to show you is what YOU need to do to be saved.”

-
-
7. Read Romans 10:13 twice, then read and explain I John 5: 11 &12 with simple illustrations. Then lead right into Romans 10:13. “If you were to call upon the Lord right now and ask Him to save you, He would do it.”

Section III (Draw the Net Right):

8. Try to not take even a second’s break here, but instantly say, “Let’s bow our heads while I lead us in prayer.” Now you pray, thanking God for this person and this wonderful opportunity. Now, ask him to pray.
9. “If the Lord Jesus would receive you right now, just as you are -- and He will -- would you receive Him right now as your Savior?” He then repeats a simple, phrase-by-phrase sinner’s prayer aloud, after you.
10. “If you really meant business, reach out and take my hand.”
11. You then immediately pray with rejoicing and confidence as to the surety of his salvation. Close your prayer with a final “Amen.” It is important to note that his head has been bowed since step #8 until this point, making a more prayerful attitude possible and leading to an easier decision for Christ.

Section IV (Keeping What You Catch):

12. You now give him assurance of salvation. Read Romans 10: 13 once more aloud to him, then use the following to emphasize the message of this verse:

“Who does ‘whosoever’ mean?” (ANYBODY)

“Does it mean you?” (YES)

“On whom did you call just now?” (JESUS)

“What did you ask Jesus to do for you?” (SAVE ME)

“Did you mean business?” (YES)

“What did He promise to do?” (SAVE ME)

“Save you from what?” (HELL)

“Can God lie?” (NO)

“Then if you died right now, where would you go?” (HEAVEN)

“If you die tomorrow, where will you go?” (HEAVEN)

“If you die ten years from now, where will you go?” (HEAVEN)

13. Now lead him to make a public profession of faith. “Now that you are saved, the first thing Jesus wants you to do for Him is to let others know that you have accepted Him. Jesus died for you and now He has saved you. Here is your chance to do something for Him.” “I didn’t save you, did I?” (NO) “Who did save you?” (JESUS) “You are not ashamed of that, are you?” (NO) “Then Jesus says to tell others. The way to do that is to come to church and to go forward when the preacher gives the altar call or invitation. You tell the person who greets you that you got saved, and he’ll take care of the rest.”

Explain carefully how the invitation is conducted.

Now read Romans 10:10 &11 aloud twice. Explain carefully what it means to confess “with the mouth.” Explain how to not be ashamed of Jesus. Now turn to Matthew 10:32. Read it twice. Explain carefully confessing Christ “before men.” If we confess Him, He will confess us. Stress: “Here is your opportunity to do something for Jesus. After all He has done for you, wouldn’t you go forward for Him?” I will come by, pick you up, sit with you, or have someone else sit with you and go down the aisle with you. Wouldn’t you do it for Jesus?” (YES) “That’s great! Why not promise the Lord right now that you’ll do it, and then the devil won’t be able to talk you out of it!” After he promises to come, make him respond to the following with you: “What time will you be ready?” (9:15) “What are you going to do when the preacher begins the invitation?” (WALK DOWN TO THE FRONT, GIVE MY NAME, AND TELL HIM I’VE BEEN SAVED) “What will the preacher do?” (TELL THE PEOPLE THAT I’VE BEEN SAVED).

Get his phone number so that you can call him early enough on Sunday morning for two reasons: 1) to be sure he is up and getting ready, and 2) to let him know that you will be by at the time you gave him earlier. It’s even a good idea to give him a quick call on Saturday to remind him!

PRACTICE!!
PRACTICE!!

PRACTICE!!
PRACTICE!!

PRACTICE!!
PRACTICE!!

Slip used to report the salvation decision during the statistics time at the meetings.
This will help with the church's follow-up and visitation files.

Operation Go
Soul Winning Decision Slip
The following accepted Christ as Savior:

Name: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: _____
Age Group: __Adult __Teen __Child
Soul Winner: _____
Soul Winning Partner: _____
Date of Decision: _____
Status of follow-up: _____

Any remarks: _____

Operation Go
Soul Winning Decision Slip
The following accepted Christ as Savior:

Name: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: _____
Age Group: __Adult __Teen __Child
Soul Winner: _____
Soul Winning Partner: _____
Date of Decision: _____
Status of follow-up: _____

Any remarks: _____

Operation Go
Soul Winning Decision Slip
The following accepted Christ as Savior:

Name: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: _____
Age Group: __Adult __Teen __Child
Soul Winner: _____
Soul Winning Partner: _____
Date of Decision: _____
Status of follow-up: _____

Any remarks: _____

Operation Go
Soul Winning Decision Slip
The following accepted Christ as Savior:

Name: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: _____
Age Group: __Adult __Teen __Child
Soul Winner: _____
Soul Winning Partner: _____
Date of Decision: _____
Status of follow-up: _____

Any remarks: _____



Club Incentives



One of the strongest points of this program is the built-in incentives. The incentives are purposefully designed to motivate the trainee into becoming a very proficient soul winner. The incentives are first-class, and trainees will be tremendously proud to receive them.



Completion Certificate

On the following page (28), you will find a camera-ready Completion Certificate. The certificate is 8” x 10” and will be ready to frame. Simply copy them (or have them printed) on some type of parchment or linen-like paper, cut them to size (notice the crop marks), fill in the information (name, date, and church) and you are ready to award these lovely certificates!

We suggest that the pastor award the certificates during a Sunday morning service, and call the graduates to the platform for recognition. The pastor, of course, will recognize that the more he makes of this, the more people from his church will want to sign up for the next session. Make a big deal out of it when these people make it through the entire program! They’ve completed a lot of work, and logged a lot of visitation hours. It would even be good to name the special day for them, call it “Award Sunday” or something to that effect.

Don’t forget to print enough of these well in advance in order to be prepared for the big day.



Lapel Pins

Our office has produced beautiful lapel pins to motivate each club member to higher levels in personal soul winning. They are fine quality, and come in gold, silver, or bronze. The exciting aspect of this incentive is that it covers trainers, trainees, the secretary, the director, even the pastor himself!

There are samples of each of these pins with your kit; notice how the pin is the logo for the *Operation Go* program, and represents our commission to “GO” into the world with the Gospel – it’s beautiful!

Each of the three pins marks a different level of achievement in the soul winner’s life.

Bronze Lapel Pin:

The bronze pin is presented to each person who wins his first soul to Christ. They should be presented at any point during the 13-week session, and should be given out publicly, during a Sunday morning service. It would be very effective if the first-time soul winner gave a testimony about this experience as he received his pin.

Certificate in Soul Winning

*In recognition of satisfactory completion of
all requirements of
the Operation Go Soul Winning Program
for the study of Soul Winning,
This Certificate is Hereby Awarded To*

Member of _____

Granted on the _____ Day of _____, 20____

Dr. David Wood, Author and Teacher

Church Pastor

Club Soul Winning Director



"GO YE INTO ALL THE WORLD"

It would be wise to order four or five more of these at the beginning of each session from your field office/supervisor (when you order the “Trainee’s Guides” and books) so that you will have them on hand.

Silver Lapel Pin:

A soul winner is to be presented with the silver pin once he has had five of his new converts come to church and walk the aisle to make his decision public. This pin is also to be presented during a large service at the church.

Gold Lapel Pin:

The gold pin is for the soul winner who wins 50 precious souls to Christ. This is quite an achievement, and marks a level of soul winning that very few people attain. Motivating soul winners to reach this level will assure their continued efforts in soul winning. They will be confident, experienced soul winner by this time!

It goes without saying that presenting a soul winner with this gold pin must be a BIG DEAL in the church, and that the soul winner should receive very special recognition.

The incentives are designed to work together to completely develop the personal soul winner. By the time he reaches the top level, he will have been rewarded for:

1. Finishing the 13-week, intensive soul-winning course
2. Winning his first soul to Christ
3. Having at least five of his new converts walk the aisle to make it public
4. Continuing in personal soul winning until he won 50 people to Christ!



Ordering Materials

All lapel pins, trainee materials, books, and other soul winning helps are included on the *Operation Go* Material Order Form in the “Ordering” Envelope.

Make sure you stay in close contact with your field representative and the office there near you. You should have the address and all contact information that was given to you at the *International Soul Winning Directors Institute* you attended, why don’t you write all of the information below one more time so you can be sure to have it handy?



Proper Record Keeping



The Club Secretary

The duties of the club secretary have already been described in detail. The director should choose someone he knows is good at record keeping and who has organizational skills.

The forms the secretary uses to take attendance at each week's session and to record all statistics from each trainer/trainee team have been given to you at the beginning of this manual. During the session, the secretary totals the statistics for the week and reports aloud at that point in the program format.

The club secretary is also to give all salvation decision slips to the church secretary so that she can record the totals for the week in the church records. The church secretary will also give salvation decision information to the proper person for follow-up and visitation from the church.



Weekly Club Records

After the trainees graduate from the program, copies of their completed "Trainee's Assignment Guides" should be kept in the church office, along with all of the forms used for statistics and attendance during the 13 weeks, so that cumulative statistics can be easily accessed at any time.

The club secretary also needs to fill out the "13-Week Report" (following page) and send it to the field office that your church is working with. The field representative there will send the totals out to us here in the States, so that we can keep our records of those who are witnessing and those who have accepted Christ. We want to make sure that those who have generously funded this endeavor hear the good reports of what God is doing there, so please keep these records and let us know!



What About the Soul Won?

Although much attention is given to "Keeping What You Catch" in Dr. Wood's soul winning training, the director needs to stress to the trainees that not everyone who accepts Christ will walk the aisle and make it public. Fewer than that will be baptized into the fellowship of the church. He should help them understand that if we do all we can, we must leave the rest with God. That's why it is so important to follow the plan given for getting those we win to church on the following Sunday. (The *Fruit that Remains* booklet is also a wonderful follow-up tool. If you do not have any, please contact your field office.)

Do not allow the record keeping to lapse in any way. A current follow-up visitation file must be kept in the church office with all of the new converts' names and information. These people should be contacted on a regular basis, so they will not feel they have been forgotten.

Operation Go
End of Session -- 13-Week Report

Please fax or mail this form to us at the end of every 13-week session your church conducts. We, too, need to keep accurate records, and we want to rejoice with you!

Club Information:

Church _____ Pastor _____

Director _____ Church Phone _____

Address _____

City/State/Zip _____

Operation Go club session dates: Beginning ___/___/___ Ending: ___/___/___

Club Statistics:

Hours Visited Number Saved Public Professions Baptized

Results this Session: _____ _____ _____ _____

Results of All Sessions to Date: _____ _____ _____ _____

We have now completed _____ (number) of 13-week sessions. Date of Report: _____

Operation Go
End of Session -- 13-Week Report

Please fax or mail this form to us at the end of every 13-week session your church conducts. We, too, need to keep accurate records, and we want to rejoice with you!

Club Information:

Church _____ Pastor _____

Director _____ Church Phone _____

Address _____

City/State/Zip _____

Operation Go club session dates: Beginning ___/___/___ Ending: ___/___/___

Club Statistics:

Hours Visited Number Saved Public Professions Baptized

Results this Session: _____ _____ _____ _____

Results of All Sessions to Date: _____ _____ _____ _____

We have now completed _____ (number) of 13-week sessions. Date of Report: _____

Well, there you have it... a workable, systematic plan for training dedicated Christians in your church to be producing personal soul winners! We hope you are excited about getting started.

The next section contains the “Notes” section of the “Trainee’s Guide,” complete with the answer key and any teaching aids you may need for that lesson. All answers are typed on the blanks, so that you will be able to help club members as they work through their workbooks.

Remember, if you have any questions while setting up, or at any time during a session, call your field representative at the field office. They are YOUR support team!

May God bless you as you begin a wonderful work for Him!



Director's Edition

THIRTEEN-
WEEK
SESSIONS
TO FOLLOW

*(with Answer Key
& Teaching Aids)*

SESSION #1

Extra Notes

Date: _____

Definition of a first-time soul winner:

A Person Who

- 1) Wins _____ someone _____ to _____ Christ _____,
- 2) On _____ purpose _____,
- 3) _____ Outside _____ of the _____ church _____ house _____,
- 4) Using a _____ plan _____.

Section One:

I. _____ Cast _____ the _____ Net _____ Right _____

Step #1: What is your _____ church _____ background _____ ?

(Give your testimony.)

REMEMBER, _____ Great _____ ! & _____ Wonderful _____ !

Step #2: If you should _____ die _____ right now, do you know _____ for _____ sure _____ that you would go to _____ Heaven _____ ?

***We Can't All Be
Preachers, But We Can
All Be Reachers!***

ASSIGNMENTS FOR NEXT WEEK:

WRITE:

Write a SHORT Testimony of Your Own Salvation Experience Below
(Continues on next page):

Trainer's Initials: _____

RECITE:



Recite the Key Phrases and Questions from the Soul Winning Plan (see pages 42-44 for the complete plan)



Recite the four-fold purpose of soul winning:

- a) Win people to Christ
- b) Get them baptized
- c) Teach & train them
- d) Help save the world!

Trainer's Initials: _____



LISTEN:

Listen to Soul Winning Tape #1

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 1-20.

Write a short summary of what you read, and what you learned, below:



MEMORIZE:

Memorize Romans 3:23, 6:23, 5:8, and 10:13 -- "The Romans Road"

Trainer's Initials: _____

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

DON'T PRAY FOR RAIN IF YOU INTEND TO COMPLAIN ABOUT THE MUD!

Session #1 -- Teaching Aids

SECTION I: CAST THE NET RIGHT

This is a very important session, as it kicks off the enthusiasm and direction of the entire soul winning club for the next 13 weeks.

The basic format for teaching is to MAKE SURE that trainees and trainers take notes of everything that is taught. As you teach, give them time to write the information down, repeat as they need you to, and enter the correct information on the blanks. Many times, those going through the program for the second or third time will get as much out of it as the first-timers. You are constantly building good Christians and soul winners.

First of all, explain the divisions of the plan: 4 Divisions and 13 Steps. Tell them that the steps continue on even when you go to a new division, for instance Roman Numeral I house steps 1,2, and 3, but when you go to Roman Numeral II, the steps start with #4 instead of starting over at one. It's a good idea to write the actual numbered outline on the board (without the plan) so that they can understand the sequence.

Have them fill in Section #1: I. Cast the Net Right. Explain that this is the same as any sales presentation and simply means introducing your subject. It also keeps to the metaphor of fishing created from the club verse, Matthew 4:19.

Notice that all three steps in this division are questions. That's because questions are not intimidating. They invite comments and participation. They are always a good approach when beginning to talk to someone about a given subject.

Step #1

What is your church background?

Knowing a person's religious background helps the soul winner know what they have been trusting for salvation, if anything, and just what kind of belief they've been grounded in. Stress that they are to never run down or criticize the prospect's answer (remember, Great! & Wonderful!) -- they are to remain positive.

The trainee should work hard at developing his testimony to where it can be given in approximately one and a half or two minutes. It is always good for the trainee to write out his testimony and then give it to the trainer in a work session. In this way he keeps the testimony on the track and allows the Lord to use it to lead the person with whom he is dealing toward the question of Step #2.

The testimony should also be geared around "Answering objections in advance." An illustration of this in my testimony would be, "When someone asked me if I knew for sure I was going to Heaven, I was 19 years old, and was a smart alec. In addition, I did not feel like it was any of that person's business, and I was not really sure that anybody

could know for sure they were going to Heaven.” I have at this point erased three common objections that people have for not responding to the question in Step #2. If they do not respond, they are calling themselves a smart alec; they are telling me it is none of my business, and they cannot raise the objection that says, “I don’t really believe a person can know for sure they are going to Heaven.” It is very important for the person to work on his testimony to the point that it can be used of the Lord to prepare that heart for the reception of the Gospel.

Step #2: If you were to die right now, do you know for sure that you would go to Heaven?
In this step the person is asking a direct question while looking directly into the eye of the person with whom he is dealing. At this point we normally do what a soul winner calls “check them out. “ If the person responds with, “No, I am not sure,” then you are instantly ready to go on to Step #3. If they should respond with some statement in line with, “ I hope so,” or “ I guess so,” you should still proceed as if they said, “ No, I am not sure.”

If, however, they say, “Yes, I know for sure that I am going to Heaven,” then ask simple and not challenging questions to check their testimony out in depth. Such questions would be, “Wonderful! Could you tell me when you received Jesus Christ as your Saviour?” You might ask them how old they were when they were saved or to tell you where they were saved and when they were saved. If, after listening to the answer to these questions, you are convinced that the person is genuinely born again, you can praise the Lord with them and rejoice. If not, then you are not sure they are going to Heaven.

This session should be closed with everyone repeating the first two steps together from their notes. Part of their assignment for next week should be the writing out of their testimony and a careful review of all of the notes given, plus the saying of the first three steps aloud.

SESSION #2

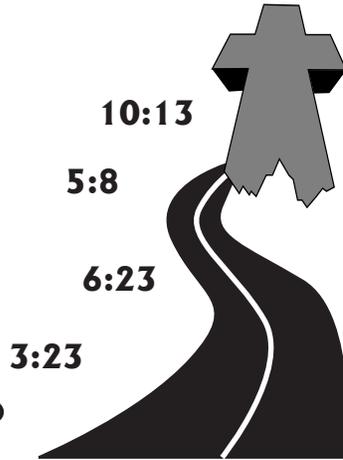
Extra Notes

Date: _____

What are the two major areas of personal soul winning?

_____ Responsibility _____ & _____ Accountability _____

HAVE YOU LEARNED THE



ROMANS ROAD??

HOW TO QUALIFY YOUR PROSPECT:

Refer back to step #2. You must determine at this point if the person is _____ saved _____ or _____ lost _____.

Step #3: Could I take just a _____ moment _____ and show you how _____ you can know for sure that you will go to Heaven _____ ?

IT IS VERY IMPORTANT TO PRACTICE BY

Role _____ **P**laying _____ !

What is it? _____ Taking the “parts” of soul winner and prospect to practice _____ presenting the Gospel _____.



GOLDEN KEY #1:

BE _____ Folksy _____ !

What Does It Mean? _____ To be friendly, “down-home,” etc. _____

Extra Notes

The Importance of Transitions:

They help you to move smoothly from subject to subject -- they keep you on track -- they make the presentation more natural.

How To Make Smooth Transitions:

- 1) Realize that it is easy to get off the subject.
- 2) Always move to the next step.
- 3) Review how to use Golden Key #2 (we will cover this in our next session.)
- 4) Remember the importance of the second man.

ASSIGNMENTS FOR NEXT WEEK:

RECITE:



Recite the Key Phrases and Questions from the Soul Winning Plan (see pages 42-44 for the complete plan)



Recite the four-fold purpose of soul winning:

- a) Win people to Christ
- b) Get them baptized
- c) Teach & train them
- d) Help save the world!

Trainer's Initials: _____



LISTEN:

Listen to Soul Winning Tape #2

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 21-44.

Write a short summary of what you read, and what you learned, below:

Trainer's Initials: _____



MEMORIZE:

Memorize Matthew 4:19 and Luke 9:62

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

Session #2 -- Teaching Aids

The session this week should begin by a careful review of the two steps and the section heading which was taught the prior week. In fact, it would be good to use a minute or two at this time to conduct role playing, and have the trainers and trainees practice together.

A note about role play: Throughout the teaching of this entire plan, the instructor should see the value of role play. Very simply stated, the trainer should listen to the trainee use what has been taught up to this time in the winning of a soul to Christ. The trainee would deal with the trainer as if the trainer were a lost person and the trainee were trying to win that person to Christ. With a few minutes of role play in each session, the trainee automatically gains a tremendous amount of experience and confidence in presenting the plan.

At the beginning of the session (after review), you should teach for a couple of minutes on the two major areas of soul winning. Define responsibility and accountability for the class. Teach them the difference in the two definitions and why they are character traits that everyone, not just soul winners, should have.

Now go over the verses for memorization from last week. They were to learn the Romans Road. Quote the verses together in the correct order, starting with Romans 3:23. Now you are ready to re-state Steps #1 & 2, then move on to Step #3.

Step #3: Could I take just a moment to show you how you can know for sure that you will go to Heaven?

Until this point the soul winner should have his New Testament in his pocket. Nothing should be in his hand. While asking this question, the soul winner should reach in his pocket, or purse, remove the Testament slowly and begin opening it, anticipating a positive response. Another form of Step #3 could be, “Could I share a couple of the verses with you that helped me to know for sure that I was going to Heaven?” It is very important with this step to be very low key and not to push the person backwards to a point of fear.

If the person should respond negatively, because of company, schedule, etc., the soul winner is very much in line to make an appointment to come back at a later time. If, for some reason, this is a one-time attempt only, take a minute to share the Gospel with them.

Golden Key #1: Be Folksy

The teaching of this golden key is very important. You will want to teach it with much humor, involvement and response on the part of those who are being taught. It, very simply, is developing the attitude within the soul winner of being friendly, excited, and personal with those with whom he deals. There is great value in relating this soul-winning principle to all of the ministries of the church. At this point the director can easily show the value of every church member arriving early and shaking the hands of all visitors, etc. It also helps the people to gain the enthusiasm, drive, and vision of the pastor. It helps them to understand the “why” of an exciting soul-winning service.

TRANSITIONS:

A mature soul winner is one who understands that Satan will use everything that is possible to take the soul winner off of the Gospel plan and lead the conversation to another area. In any plan there are spots where this could happen more readily than at other times. These spots are called transitions.

The class members should begin to look at the plan, and come up with what they feel are the easiest spots for the plan to shift direction onto another subject. Upon inspection, it will be noted that the easiest places for this in the 13-point plan are after Step #3 and Step #7. Of course, there is a transition after each step which leaves an open spot for a question or statement that would take the soul winner away from the subject. It is very important that your soul winners be prepared to deal with this.

When handling transitions, it is important to realize that it is Satan who wants the subject changed. A couple of things can be done. First of all, cross the transitional points quickly, hardly taking a breath. Remember that the second man should go into action to handle interruptions, which will be dealt with later. However, the one greatest help is a correct application of Golden Key #2. Tell them that this will be covered in the next session! Now, review the steps and verses together!

SESSION #3

Extra Notes

Date: _____

REVIEW!!

Definition of a first-time soul winner:

A Person Who

- 1) Wins someone to Christ,
- 2) On purpose,
- 3) Outside of the church house,
- 4) Using a plan.

What is the four-fold purpose of soul winning?

- 1) To win people to Christ
- 2) To get them baptized
- 3) To teach and train them
- 4) To help save the world!



GOLDEN KEY #2: **STAY ON THE _____ Track _____ !**

How To Do It:

- 1) Compliment him.
- 2) Ask for permission to put the question aside.
- 3) Promise him that he will understand the question and its answer later.



THE FUNCTION OF THE "2ND MAN":

- 1) He is an encouragement (Bible teaches principle of two-by-two soul winning).
- 2) He becomes the "silent partner." At what point is he to become quiet? After Step #3
- 3) He helps with interruptions/disturbances. When does he "go into action"? After Step #3

THE "IMAGE" OF THE SOUL WINNER:

He represents:

- 1) God
- 2) His pastor
- 3) His Church
- 4) Himself

Section Two:

II. Use the Right Bait !

Step #4: Teach him that he is a sinner .

Verse: Romans 3:23

- a. Read the verse outloud twice
- b. Explain the verse (who is "all," what is "sin")
- c. Make it personal (you are both sinners, etc.)

“And he saith unto them, Follow me, and I will make you fishers of men.” - Matthew 4:19

ASSIGNMENTS FOR NEXT WEEK:

READ & STUDY:

Read and study John 14-16. What most impresses you about this passage of Scripture?

Trainer's Initials:



LISTEN:

Listen to Soul Winning Tape #3 (The Demonstration)

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 45-58.

Write a short summary of what you read, and what you learned, below:



MEMORIZE:

Memorize Psalms 126:6

Trainer's Initials: _____

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

STAGES OF ACCOMPLISHMENT:

Every great accomplishment has three distinct stages:

- 1) It's impossible,**
- 2) it's difficult, and**
- 3) it's done.**

Session #3 -- Teaching Aids

The session this week should begin by a careful review of the three steps and the section heading which was taught the first two weeks. Remember to practice role playing for Step #3, and then review the definition of a first-time soul winner, and the four-fold purpose of soul winning! After that, you are ready to move to Golden Key #2.

Golden Key #2: Stay on the Track

Ninety-five percent of all trouble that a soul winner will encounter can be eliminated by applying this principle. It means that you listen to a person's statement or question courteously, but do not respond to it. You then handle the statement or question and go right on with the plan.

Many times I will instruct a soul winning class that if they know Golden Key #2 well enough, they never have to answer a question, and cannot be taken off the presentation of the Gospel.

If someone asks a direct question during the plan, such as, "Does a person have to quit drinking to go to Heaven?", or other questions of this type, the soul winner should always respond with, "That is a great question. Could we do this--could I finish showing you the things I wanted to show you from the Bible, and then answer that question in a few moments? I promise you will understand the answer better after I show you this." (At this point you are having them fill in the areas under the "Golden Key #2 heading.) I have never had anyone tell me no to this question, and hardly anyone has brought the question back up. It really doesn't make any difference how many times the soul winner is interrupted, he can apply Golden Key #2 and stay on the track. A person must thoroughly understand why he is using this golden key, and then should practice, practice, practice until it is second nature.

THE SECOND MAN

In most soul winning situations, the second man is just as important as the soul winner himself. The second man becomes the church usher, the babysitter, the cat petter, whatever is necessary to keep a good environment for the presentation of the Gospel. Before going into his duties, however, stress that the Bible teaches that we are to conduct soul winning two-by-two.

The second man never goes into action until after the question of Step #3 is asked. If he were to get up and answer the telephone, answer the door, stand up and turn the TV off, or go start playing with the children before this question is asked, the prospect(s) would certainly wonder what was going on! It is important to stress that the prospect has never been through this training and does not know that there is a thirteen-point plan

the soul winner is presenting. Therefore, until the question, “Could I take a moment and show you...”, is asked, he has not made any commitment to listen to anything. Once he says yes to this question, however, he has given permission to be dealt with, and the second man is in line when he helps maintain peace and order during the presentation.

The second man should be respectful and should never interrupt the plan or make comments or ask any questions. If there is no need for his services, he is to sit still, look at the soul winner, and remain very interested in what he is saying (even if he has heard it 100 times). He should pray silently that God will touch the prospect’s heart.

You may want to use this time to do some humorous role play by having a trainer/trainee team come up and act out a couple of situations. The second man could keep interrupting or make loud comments, etc.

SECTION 2: USE THE RIGHT BAIT

It is important to stress to the class that this section actually deals with the Gospel presentation. Most soul winners are flippant when they present this vital material, or they don’t understand the need at this point to slow down and really teach God’s Word. The soul winner has asked for permission to give a Gospel presentation, and will now do so in a very orderly, Christ-honoring way. This section of the plan is where the soul winner is telling the story.

Step #4: Teach him that he is a sinner -- Romans 3:23

The soul winner is to read this verse outloud twice. Notice that the instruction is to “teach him,” not just tell him. This is done by explaining to him what the different sections of the verse are saying. Make sure the prospect knows that the “all” refers to the soul winner, the second man, the prospect, everyone. Teach him that sin is anything that displeases God, and there is no difference, in God’s eyes between big sins and little sins. Tell the class that it is good to memorize and use James 2:10 here. Don’t turn to it in the Bible; just quote it. It says that if we have broken one of God’s commandments we are guilty of breaking them all. Help the prospect understand by asking these questions: “How many lies do we have to tell to be a liar?” (one) “How many times does a person have to steal to be a thief?” (once), etc. This helps them see that we are the same in God’s eyes -- they are no better than anyone else. Now simply say, “I’m sure we have all done these things, and many, many more. So, it is not hard to see that we’ve all sinned.” At this point I usually ask this question before moving on: “Mr. Smith, do you recognize that you have sinned and broken the commandments of God?”

Use the end of this session to review some more and get ready to go over next week’s assignments.

SESSION #4

Date: _____

Unsaved People Fall Into Two Categories:

- 1) Those who have not been shown the truth, and
- 2) Those who have been shown the truth and will not accept Christ.

Step #5: Teach him that _____ the penalty for sin is death and Hell

_____.

Verse: Romans 6:23a

- a. Read the verse outloud twice
- b. Explain it (what are “wages,” “2 kinds of death”)
- c. Make it personal -- he will pay for his sin

HOW TO REMOVE ALL FALSE HOPES OF HEAVEN:

Look him in the eye. Say, “Let’s close the Bible and pretend that what we’ve covered is all God has to say about salvation -- that we are sinners and we must go to hell. Make him agree that we’d all be in trouble. Offer solutions, such as church membership, baptism, works, etc. Keep asking, “Will that work?” He’ll have to admit that nothing will. Take away all that people normally trust for salvation -- leave him naked before God.

***REMEMBER TO READ
ALL VERSES
OUT LOUD TWICE.***

Extra Notes

Step #6: Teach him that _____ Jesus paid the penalty for his sin on the
cross _____.

Verse: _____ Romans 5:8 _____

- a. _____ Read the verse outloud twice _____
- b. _____ Explain it (commendeth, love) _____
- c. _____ Make it personal (God loved YOU this much) _____

ASK THE FOLLOWING QUESTIONS:

- 1) _____ How many people did Jesus die for _____
_____?
- 2) _____ Does that mean that everyone is automatically going to _____
Heaven _____
_____?

**WORK ON YOUR TRANSITIONS --
THEY ARE CRUCIAL HERE!**

ASSIGNMENTS FOR NEXT WEEK:

WRITE:

Outline a soul winning example from the New Testament below:

Trainer's Initials: _____

RECITE:



Recite the Key Phrases and Questions from the Soul Winning Plan (see pages 42-44 for the complete plan)



Recite the four-fold purpose of soul winning:

- a) Win people to Christ
- b) Get them baptized
- c) Teach & train them
- d) Help save the world!

Trainer's Initials: _____



LISTEN:

Listen to Soul Winning Tape #4

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 59-81.

Write a short summary of what you read, and what you learned, below:

Trainer's Initials: _____



MEMORIZE:

Memorize John 15:16

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

People who say that something is impossible should really stop interrupting those who are managing to get it done.

Session #4 -- Teaching Aids

This session will become tremendously important in that it will just about finish the presentation of the Gospel plan. It is very important to review with everyone, quoting orally the first four steps and the first two golden keys. It would do well to give several people who have had the opportunity of winning someone to Christ the opportunity to give a testimony, as long as it is short and to the point. Some of these testimonies could be solicited in advance if you know that someone has won a person to Christ. In addition, week #4 and on should be the weeks when the new trainee will begin to make a Gospel presentation in the home under the scrutiny of the trainer, even though you have not thoroughly covered the Gospel plan on the field and on the tapes.

STEP #5: Teach him that the penalty for sin is death and Hell-Romans 6:23a

The best method for teaching this verse is to make sure that the person is involved, as well as giving you his attention. This can be done as follows: 1) Read the verse twice. Explain the verse. Ask the question, "How many of us are sinners?" He will respond with, "Everyone." This means that you have just reviewed what you have taught in Step #4.2) Now explain what wages are. It is what a person gets for the work that he does. In this case they have sinned and are due wages. Show them that the payment for the sin that all of us have committed is death.3) Teach them that death is two things in the Bible. First of all, it is physical death. We all are aware of what it means for a person to die and their physical body to return to the dust of the ground. However, the death of Romans 6:23 is not physical death, but spiritual death. This is when the soul drops into an eternal Hell, separated from God forever. This happens at the very moment of physical death.

REMOVING ALL FALSE HOPES OF HEAVEN:

The introduction of the following subject is one of the most important areas for a mature soul winner to understand. It has been one of the greatest helps to me that I have ever used in getting a person lost, and helping that person to understand that there is only one way to go to heaven. Up until this time, the alert soul winner has picked up one or more false hopes that the person has counted on to somehow take him to Heaven. This false hope may have been picked up when you asked their church background. It could have been picked up when you asked them if they knew for were they were going to Heaven. They could have responded showing that they were trusting their parents' salvation, the church, baptism, a good life, or provision for their families, etc.

Please note the following carefully and how well it removes any false hope without offending the inquirer, and preparing him for a full reception of the Gospel.

At this point in the plan, the soul winner would shut his New Testament and lead in the following conversation:" Mr. Smith, I want you to pretend with me for a moment that this was all the Bible teaches. It is not, but let's pretend for just a moment that it is. Everyone is a sinner, and everyone is going to Hell because of his sin. Let's suppose that neither one of us really wanted to go to Hell."(This is a good time to get the person to admit that he doesn't want to go to Hell.) "Then let's suppose that you and I and Mr. _____(your second man) began to work on a plan that would keep us from

going to Hell when we die. I am sure that we would agree we should have to do something to get our sins forgiven. Suppose I should make the statement, "I know what will take us to Heaven?"—let's join the church.' Would you agree that joining a church would forgive all of my sin and take me right to Heaven?" (At this point make sure the inquirer says "no"—he always will.) "Suppose," your second man should say, "our church won't take us to heaven, but baptism will. Let's get baptized, and that baptism water will wash all of our sin away and take us to Heaven. What do you think?" (Addressing the inquirer)" Will baptism automatically take a person to Heaven? Of course not." At this point you must enter what their false hope of heaven has been. After dealing with this objection in the same manner as stated above, I generally conclude by looking at the person and saying, "The best one singular thing that so many trust to go to Heaven is something like this: let's turn over a new leaf in our lives and promise God that we will never sin again. But, you understand that turning over a new leaf and promising God that we are going to do something when we can never keep our word would never save anyone. The truth of the matter is that we could be absolutely nothing in order to go to Heaven. Therefore, God has to make His own plan so that our sin could be forgiven and we could go to Heaven. That is the next thing that I would like to show you."

At this point you are ready to proceed to Step #6.

STEP #6: Teach him that Jesus paid the penalty for his sin on the cross.

At this time, review the illustration that was used at the end of the last session when all false hopes of Heaven were removed. The person is now ready to be taught Step #6. Teach him in the following manner:

- 1) Read Romans 5:8 two times. Explain that this is God's plan and that it is a wonderful, simple and loving plan.
- 2) Ask the inquirer what the wages of sin are. His response will be, "Death." You are once again reviewing. Now ask him the question, "What did Jesus do on the cross?" He will respond that He died. You can then show him that Jesus paid the wages or penalty for sin when He died.
- 3) To further illustrate what happened on the cross you might help him to understand what happened at twelve noon when Jesus was dying on the cross and there was a blackout at Calvary. God literally turned His back on His own Son while Jesus was on the cross, and Jesus became our sin offering. God cannot look upon sin, and for a brief moment Jesus was forsaken as the sin bearer for every man. Later Jesus proclaimed, "It is finished." He had paid the sin debt for the entire world.
- 4) Another good illustration of what happened on the cross is found in II Corinthians 5:21. You should not turn to that verse, nor read it, as it will draw attention from the plan. However, by quoting the verse and using both of your hands, with a New Testament, you can illustrate the verse. Your left hand, empty, is a picture of Adam and Eve created perfect. You then place your New Testament on top of your left hand and show that sin leaves man guilty and burdened. Your right hand is then empty, showing Jesus Christ as the virgin-born, Perfect Son of God. You would, at this point, take your Testament and lay it over on your right hand, showing that there was a transfer of sin that took place."...Jesus, who knew no sin, became sin for us that we might be made the righteousness of God in Him." Help the person to understand that Jesus became sin for us on the cross in order that we could be forgiven or saved.

5) It is very important to finish Step #6 by asking two very important questions:

- a. “How many people did Jesus die for?” They will always respond with, “Everyone. “
- b. “Does this mean that everyone is automatically going to Heaven?” They will always respond with a “No.”

At this point, I always look at the inquirer and say, “You are right—let me show you a last verse that really helped me to know how I could go to Heaven.

Tell the class that Step #7 will be taught next week. Now, review, review, review! Go over the assignments for next week, review what they were to have done this week, etc.

SESSION #5

Extra Notes

Date: _____

Your Goal This Week:

PRESENT THE GOSPEL TO SOMEBODY!!

Step #7: Teach him that _____ if he will believe that and accept Christ, God
will save him

Verse: Romans 10:13

Another Great Passage to Use: I John 5: 11,12

**Summarize the “pen” illustration below
for your own help in soul winning:**

Will vary -- pen represents eternal life (v. 11); New Testament represents the
Son of God (v. 12). You are giving pen as gift, but person must take New
Testament in order to get pen, since pen is inside of it. Eternal life is gift when
we accept the Son of God as Savior.



GOLDEN KEY #3:

**Never, never, never, never, never,
never, never, never, never, never**

EMBARRASS ANYONE !

*If you can't win him to Christ, ALWAYS
leave him so the next soul winner can!*

Section Three:

Extra Notes

III. Draw The Net Right !

Step #8: Bow your heads in prayer -- you pray .

Step #9: Ask him to pray -- he repeats a phrase-by-phrase
sinner's prayer after you .

Step #10: Ask him to take your hand if he meant business
 .

Step #11: You pray with thanksgiving and rejoicing !

ASSIGNMENTS FOR NEXT WEEK (Use the extra time to catch up on any old assignments):

READ:

Read The Jerusalem Factor, pages 81 (beginning of Lesson 8) - 104.

Write a short summary of what you read, and what you learned, below:



MEMORIZE:

Memorize Matthew 28:19,20

Trainer's Initials: _____

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

Session #5 -- Teaching Aids

Step #7: Teach him that if he will believe that and receive Christ, God will save him.

First teach how to use Romans 10:13. Now move on to I John 5: 11, 12. Notice that this is the only time you will leave the Romans Road. I John 5: 11, 12 should only be used by an expert soul winner. One can easily lead the person to Christ with Romans 10:13; however, I John 5: 11,12 are two great verses to help a lost person really understand what it means to place his faith in Christ and have Him as his personal Savior. Read verses 11,12 twice very carefully. Explain that “eternal life” in verse 11 is the same as being born again, going to Heaven, being saved, etc. Also, show that life is in the Son of God. Verse 12 is a very practical verse that explains that if a person has Jesus he is going to Heaven. If he has not Jesus he is not going to Heaven. Therefore, there are only two kinds of people—those who have Jesus and are going to Heaven, and those who have not Jesus and who are not going to Heaven.

I always teach these two verses using my New Testament and a writing pen from my pocket. Let the writing pen represent the gift—eternal life. Let the New Testament represent Jesus, the Son of God. From verse 11, I show that God gives the gift (writing pen) absolutely free. Then ask them if they would like to have the writing pen as a gift. I put it inside my New Testament, and explain that in order to get the gift they would have to receive the Testament, for the Testament contains the gift. I explain that this is exactly like salvation. The gift of eternal life is inside Jesus, who is the Son of God. Therefore, when I hold the Testament up which contains the pen, it can be received or rejected. I then take my other hand and slowly receive the Testament which contains the pen. This is what happens when someone is saved. When they receive Jesus, the Son of God, by faith, they are receiving the gift of eternal life. I then ask the question, “But how can we receive Jesus?” I answer by explaining that we receive Him by faith, and then I quote Romans 10:13 “For whosoever shall call upon the name of the Lord shall be saved.” While I quote this verse, I take my other hand and reach over and receive the Bible. I then look at the person very carefully and explain that in order for them to go to Heaven or to have eternal life, they must personally be willing to place their faith in Christ and receive Him as their personal Savior.

GOLDEN KEY #3: Never, never, never (12 of them!) embarrass anyone!

This golden key basically helps the soul winner to understand that if he cannot win that person to Christ, he should leave him so that the next person can! It is very important for a good soul winner to understand that it is never his job to embarrass or put a person down, but rather to make a clear Gospel presentation and be very kind in doing so. This way, he has an open door to follow the Gospel again, or another soul winner might be able to win that person to Christ.

The timing of this golden key is particularly important as we come to Section #3 in this plan, the reason for this being that Section #3 is the place in the plan where the inquirer is asked to receive Christ as his Savior.

SECTION III: Draw the net right

A person who is fishing with a net in a stream will lose every fish that enters the net if he should lift it backwards. Most soul winners do not win many people to Christ because they do not understand what it means to draw the net correctly. They make a very good Gospel presentation and then ask conflicting questions or make harsh statements that make the inquirer rebel or instantly say “no” or withdraw in fear, with only a listening to the Gospel.

Most of my experience in personal soul winning, when winning someone to Christ after another person has dealt with them, has been that the person has done a thorough job in the Gospel presentation, but a not-so-thorough job in reaping where the seed has been sown.

In teaching this golden key, help the trainee to understand that the least embarrassing posture of the inquirer will be that of prayer. His head is bowed, his eyes are closed, he is not distracted, and he is in a worshipful attitude toward God. It will be noted that the inquirer’s head is bowed in prayer a Step #8, and is not lifted until the close of Step #11. Therefore, all of Section #3 in the plan is accomplished while all heads are bowed in prayer.

Now, give them steps 8-11 just so they can have them in their notes, and tell them that each will be covered in depth in the next session. The answers for each are in the last part of the Trainee’s Guide w/ Answer Key, p. 58.

Once again it is important to close this session by giving an oral review of all seven steps that have been taught thus far. It would be good to have role play between the trainer/trainee on teaching Step #’s 4-7, with all of the illustrations given. Remember—the more times the trainee repeats the steps, uses the illustrations, and becomes familiar with thoroughly teaching a clear presentation of the Gospel, the better soul winner he will be when he goes to the field.

SESSION #6

Extra Notes

Date: _____

REVIEW THE STEPS...

Write the Title of Section Three Below:

III. _____ Draw _____ The _____ Net _____ Right _____ !

Step #8: Bow your heads in prayer -- _____ you _____ pray _____.

Notes to help with this step:

Will vary -- move quickly from step # 7 to step #8. (Use what is given in the Teaching Aids sections for teaching these steps -- classmembers can simply take notes from what you teach.)

Step #9: Ask him to pray _____ -- he repeats a phrase-by-phrase sinner's prayer after you _____.

Notes to help with this step:

Will vary -- "John, if the Lord Jesus will accept you right now just as you re (and He will), would you accept Him right now just as He is?" Use short sinner's prayer. (Simply teach this section with what is given in your teaching aids to go under this heading.)

Extra Notes

Step #10: Ask him _____ to take your hand if he meant business

Notes to help with this step:

Will vary -- this really cements the decision. They will not take the soul winner's hand if they were not serious. (Use the teaching aids given under this; remember to stress that they are to move INSTANTLY to step #11.)

Step #11: You pray with _____ thanksgiving and rejoicing _____ !

Notes to help with this step:

Will vary -- be positive!! Do not question here whether or not he was serious. Leave that to God. After your prayer, take the hand you are already holding, begin shaking it, and congratulate him on his decision (Use material in teaching aids section for teaching this.)

WHAT TO DO WHEN SOMEONE SAYS "NO":

Here's the Principle...

_____ Bounce _____ the basketball _____ three _____ times _____ !



What does this mean?

“Would you be willing to accept Christ?” He says no -- first bounce. Ask again a little differently. He says no -- this is the second bounce. Ask one more time (don’t drag it out); he says no -- third bounce. Immediately drop the subject, be pleasant, visit with him a little. Leave him non-offended and open to hearing the Gospel again later. It does not matter what step you are on: 3, 8, 9, or 10, treat a “no” the same way.

ASSIGNMENTS FOR NEXT WEEK:

WRITE:

Outline a soul winning example from the New Testament below:



LISTEN:

Listen to Soul Winning Tape #1

Trainer’s Initials: _____

Trainer’s Initials: _____

READ:

Read The Jerusalem Factor, pages 104 (Toolbox) - 126.

Write a short summary of what you read, and what you learned, below:

Trainer’s Initials: _____



MEMORIZE:
Memorize Acts 4:13

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____



*Life is like tennis;
the player who
serves well has a
good chance of
winning.*

Session #6 -- Teaching Aids

REVIEW: This section should be started with a thorough review of the first seven steps of the plan. A quick written test might be given at this point with each person checking his own paper to see how well he is keeping up with the seven steps given, and the golden keys.

STEP #8: Bow your heads in prayer—you (the soul winner) pray

Enough could not be said about the importance of moving directly from Step #7 to Step #8 with hardly a breath. Remember that after Step #7 is one of the greatest places for a transition. This means that the very normality of the plan leaves the inquirer open to ask many questions after Step #7. Therefore, after stating the fact that God will save a person who will place their faith in Him (Step #7) the soul winner should instantly make a statement like, "As important as this is, let us bow our heads in prayer while I lead in prayer."

It is important to tell the inquirer that you will be leading in prayer. If not, he might think that you will embarrass him by asking him to pray. As you are asking permission to pray, you should go ahead and begin to bow your head.

The prayer should be very simple and direct. Some people will pray long, drawn-out theological prayers at this point. This is a mistake.

Rather, the soul winner should pray a very simple, to-the-point and humble prayer. Ask for what you want! The prayer might be something like, "Dear Lord, thank you for the privilege of meeting John Smith. I also thank you for John's honesty about his need to be saved. Now, dear Lord, please speak to John's heart and ask him to receive Jesus Christ as his Savior right now."

Be careful not to say "Amen" to your prayer. Remember that heads are bowed from the beginning of Step #8 all the way until the conclusion of Step #11. This means that instead of saying "Amen" you will say something like, "Now, while our heads are bowed in prayer and our eyes are closed..."

Make sure that you review once again, with an opportunity for all who are in the training course to repeat orally all the steps thus far. If time permits, you might want to permit role play once again on Section II—Steps 4-7. It will be helpful for them to learn to go immediately from Step #7 to Step # 8.

Step #9: Ask him if he would pray--he prays a phrase-by-phrase prayer after you.

This is the point in which you ask the inquirer if he would be willing to place his faith in Christ and receive Jesus as his Savior. There is no shortcut to asking him if he would like to be saved. Satan will do real battle, mentally, with the soul winner at this point. Therefore, it is very necessary that the soul winner have a good solid plan, and he must believe that his plan is a good one.

Say something like this to the inquirer: "I am going to ask you if you would be willing to receive the Lord as your Savior, just like I have shown you from the Bible. What I mean is this--if the Lord Jesus will receive you just like you are, and He will, would you be willing to receive Him just like He is as your Savior right now?"

The before-mentioned question is the best question I have ever run across for asking someone to be saved at that moment. Be sure to look at the inquirer at this point. Many times he will not answer with a “yes,” but will simply nod his head in response. After he says, “Yes, I will,” or nods his head yes, then you will want to instruct him in the fact that no one is saved by simply repeating a prayer, but by placing their faith in Jesus Christ. Therefore, you are going to ask him to repeat a very simple prayer aloud after you, and receive Jesus Christ as his Savior.

A simple suggested prayer would be, “Dear Lord, I know that I am a sinner. Please forgive my sin, come into my heart and save me right now. The best I know how, I am receiving Jesus Christ as my Savior right now.”

If the inquirer should say no to the salvation invitation, then you would take a second to review the last couple of steps and ask him again to be saved. If it is firm that he does not intend to get saved, then you would close in prayer and shake his hand, thanking him for the opportunity of letting you deal with him, and invite him to church. He next time you deal with him you would then go right into the same Gospel plan and hopefully go past Step #9.

STEP # 10: Ask him to take your hand if he meant business.

Remember that Step #9 concluded with the statement, “Now, while our heads are bowed and our eyes are closed...” The inquirer has just received Jesus Christ as his Savior. You would then ask him a question like, “I want you to pretend with me that there is no one else in this room but you, and that the Lord Jesus came into this room and physically stood before you. While standing before you He looked down and said, “John, if you have received Me as your Savior and you really meant business about it, I want you to reach out and take My hand.” You would then ask him to take your hand just like he would take Jesus’ hand if Jesus were present. Be careful to look up at this point, because most of the time, he will extend his hand, not knowing directly where you are. You would then take his hand and proceed to Step #11.

STEP #11: You pray with thanksgiving and rejoicing!

At this point you would conclude this section of the Gospel plan by praying and thanking the Lord that the person had been saved. Your prayer should be positive and full of assurance. A suggested prayer would be something like this, “Dear Lord, thank you that John has received the Lord Jesus Christ as his Savior. Thank you that his sins are forgiven and that heaven is his home. Thank you that he is part of the family of God. I pray that You would make him a great Christian and that he would bring honor and glory to Your name. In Jesus’ name, Amen.”

After saying “Amen,” his head will come up. His hand will be in your hand, and you would then proceed to shake his hand, smile at him, and say, “God bless you, I am certainly happy that you have been saved!”

This would be an important part in the over-all training to make sure that there is role play between the trainer and trainee on Section III, or Step #'s 8-11. I firmly believe that a person who knows well how to lead a sinner through Step #'s 8-11 will be a more efficient soul winner, and will be vitally used of God.

SESSION #7

Extra Notes

Date: _____

Section 4:

IV. How To Keep
What You Catch !

Phrases non-soul winners use to discourage soul winners:

WATCH OUT FOR THESE!

- 1) You don't save them, God does.
- 2) It doesn't make any difference where the person goes to church, as long as he's saved.
- 3) How many of those who got saved really meant it?
- 4) You're a good soul winner, but you only pick "green fruit."

Step #12: Give him Assurance of salvation.

a. Teach him

Romans 10:13.

Who does "whosever" mean? (me) What does "call upon the name

of the Lord mean?" (get saved) "Does it say, "might be saved?"

(no) Does it say, "could be saved?" (no) "What does it say?"

(shall) "According to the Bible, are you saved or lost?" (saved) If

you died today, where would you go?" (Heaven)

b. Teach him what to do when he sins

I John 1: 8-10

If we say we have not sinned:

- 1) we deceive ourselves
- 2) the truth is not in us, and
- 3) we make God a liar

ASSIGNMENTS FOR NEXT WEEK:

READ & STUDY:

Read and study John 14-16 again. Were you impressed with anything new out of this passage of Scripture?



LISTEN:

Listen to Soul Winning Tape #2

Trainer's Initials: _____

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 126 (Lesson 12) - 142.

Write a short summary of what you read, and what you learned, below:



MEMORIZE:

Memorize Isaiah 44:3

Trainer's Initials: _____

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

Jesus used to be our judge, but now He's our lawyer--and He's never lost a case!

Session #7 -- Teaching Aids

It would be very important at this point in your teaching and training that you give an opportunity for someone who is winning people to Christ to give a testimony as to examples of those whom they have won and how the conversation has gone. It would be good in any lesson to have a testimony or two if they are sharp and helpful.

SECTION IV: How to keep what you catch.

This is an area of personal soul winning that very few people give any attention to at all. How often do we hear this statement: “It doesn’t make any difference which church they go to as long as they are saved.” No true Bible-believing pastor or Christian really believes that statement. It would be just as illogical to believe that as it would to believe that a husband and wife were to give birth to a young child and then put him out in the street to go to whatever home happened to open up. No, what we want to do is see this new Christian proceed into Christian growth and then become a tremendous soul winner himself. In order to do that, a thorough understanding of Step #'s 12 & 13 is drastically needed. In my earlier days of soul winning, I put all of my time on Step #'s 1-11, and had only a few short comments to make on Step #'s 12 & 13. I now place as much emphasis and time on these two steps as on all of the other 11 steps combined. The result has been a higher number of people who have walked the aisle in the church and begun to grow instantly in their service and use to the Lord.

Through our memory verses and curriculum assignments, we have learned much about the importance and responsibility to make sure our “fruit remains.”

STEP # 12: Give him assurance of salvation.

It is vitally important that the new convert learn why he is saved and also gain a real assurance of salvation. If not, he will feel that he only went through a minor experience or that he has lost his salvation within a few days. Our Christian responsibility to ground this new convert is just as real as our responsibility to have led him to Christ. Some suggested helps in giving assurance are following:

- 1) Turn to Romans 10:13 and give phrase-by-phrase instruction on this verse. I generally teach Romans 10:13 for assurance as follows: “Are you good at memory work? I would like to have you memorize Romans 10:13. Look at it with me for just a moment on this Gospel tract, or in the Bible. Notice that the Bible says, ‘For whosoever...’ Who does the ‘whosoever’ speak of?” (Help him to understand it means him.) “Now notice it says ‘For whosoever shall call upon the name of the Lord...’ You just called upon the name of the Lord, didn’t you?” (He will respond, “Yes.”) “And you meant business about it, didn’t you?” (He will respond, “Yes.”) Now notice the word ‘shall.’ God promised that you definitely shall be what? (He will respond, “Saved.”) I then ask the question,

“According to the Bible, if you should die right now, where would you go?” (He then responds, “To Heaven.”)

If he doesn't readily understand all of the instruction you are giving—just slow down or review until he thoroughly understands it. When he sees that, he will then know that according to the Bible, he would go to Heaven. You should then ask the question, “Why?” Let him answer this, and help him to understand that he is saved because he has done what the Bible says a person needs to do in order to become a Christian. I then write down the date on the front of the Gospel tract and ask him a couple more questions. “If you were out in public about a month from now, and someone should ask you where you would go when you would go when you died—how would you respond?” Of course his response would be, “Heaven.” I would then ask him, “How do you know?” and let him repeat his assurance for me once again. I would then ask him where he was saved and allow him to respond, and then ask him when he was saved and let him look at the date. This helps give him a Bible assurance of his salvation.

- 2) Be sure to teach him what to do as a Christian when he sins. I sometimes do this by asking the question, “Now that you are saved, do you think that you will ever sin again?” I then open my Bible to I John 1:8 and teach all the way down to chapter two and verse one. I teach him that the Bible teaches that every man is a sinner—verse eight and verse ten. I show him that God does not want him to sin (2:1), but that Jesus is now his Attorney (Advocate) when he does sin, and that he, as a Christian, needs to confess his sin for daily cleansing—chapter one and verse nine.

Tell the class that next session you will teach them a statement that fully covers the responsibility of a Christian who sins. Now review the steps, verses, assignments, etc., before closing this session.

SESSION #8

Extra Notes

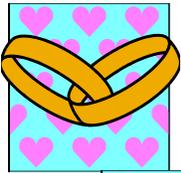
Date: _____

REVIEW...

Step #12: Give him assurance of salvation.

- a. Teach him Romans 10:13
- b. Teach him what to do when he sins.
- c. Make a statement he will not believe
_____.

“ Now that you are saved, there is nothing else you
need to do to be saved
_____”



State first half of statement, then use “Marriage Illustration,” then complete the statement:



“But there is a lot that you need to do to be a good
Christian

Step #13: Lead him to make a public profession
of his faith in the church house.

Verses to Use: Matthew 10:32,33 & Romans 10:11

How to help him do this:

- 1) Explain the invitation “John, now that you’ve been saved, there are a
lot of things that you’ll want to do -- let me show you something
that we do...there are a lot of ways that you can make it public...etc
Assure him that he’ll not be embarrassed You’ll not be making a
speech or answering questions, etc.

Extra Notes

2) Help him to know it pleases God.
God wants to see that he's not ashamed; get him to promise God
that he'll do it.

3) _____

4) Assure him that he's not joining the church.
Doing nothing but making a decision public

A FIVE-STEP PROCEDURE THAT GUARANTEES RESULTS:

- 1) Get him to promise God !
- 2) Contact him on Saturday !
- 3) Pick him up on Sunday !
- 4) Sit by him in the service !
- 5) Walk the aisle with him !

REVIEW GOLDEN KEYS 1 - 3!!



GOLDEN KEY #4:

USE IT OR
YOU'LL LOSE IT !!



ASSIGNMENTS FOR NEXT WEEK:

INVITE A FRIEND!!

Take someone who is not a member of this class out soul winning with you. Try to present the Gospel at least one time. Write any special blessings below:



LISTEN:

Listen to Soul Winning Tape #3 (Demonstration)

Trainer's Initials: _____

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 142 (Lesson 14) - 160.

Write a short summary of what you read, and what you learned, below:



MEMORIZE:

Memorize Mark 9:29

Trainer's Initials: _____

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

The person who aims at nothing will hit his target every time!

Session #8 -- Teaching Aids

Make sure to review for quite awhile at the beginning of this session. Set the class members up to where you were when you left off the last time. Tell them that now is when they tell their new convert that they're about to say something he won't believe.

- 3) Important two-part question: I try to finish up the giving of assurance by making a two-part statement very carefully.

I usually look at the new convert and say, "I am now making a statement that you'll disagree with. I will make it this way because I want you to disagree so that you will understand it. First of all, now that you have been saved, there is nothing else you need to do to be saved—you have just done it all..." I help him to understand, by the illustration of marriage, that this statement is correct but unfinished. I talk about a husband and wife both standing before a pastor or Justice of the Peace and saying, "I do." After that, the husband does not work and bring money home to become the husband of that wife, but because he already is the husband of the wife. The wife does not clean up and do chores to become the wife of the husband, but because she already is the wife of the husband. In the same way, we do not stop certain things or do certain things to become a Christian, but we do them because we already are Christians and we want to be good Christians. I now give the second half of the phrase after repeating the first half: "Now that you are saved, there is much that you will want to do to be a good Christian."

I then help them to understand that a good Christian should read his Bible every day, pray every day, and grow. My closing statement leads us to Step # 13. The statement is usually made something like this, "There is one very important thing that you will want to do now that will help you to grow and become a tremendously strong Christian."

Step #13: Lead him to make a public profession of his faith in the church service.

There is nothing in the entire procedure of helping someone make it public in the church service as strong as "believing that he should do it!" In other words, if you believe it would be best, proper, or maybe the right thing to do—your convert will sense that this is all part of the dedication and belief that you have in this area. You must believe that it is the most important singular step that must be taken by your new convert in order to assure instant, constant and thorough Christian growth. You will communicate to him, in an unspoken manner, how firm you feel about the importance of his making it public now that he is saved. Another thing that needs to be remembered is the last statement of Step #12, where assurance of salvation has been given. The new convert is now at the point of recognizing that there are several things that he must do to grow in the Lord and be a good Christian.

At this point, look very carefully at the new convert and tell him that one of the things that Jesus wants him to do now that he has been saved is found in Romans 10:13. From this verse teach him that he should not be ashamed of the Lord now that he is saved. You might ask him questions like, "Would you be ashamed to tell your husband, wife, mom or dad that you are a Christian? Of course not."

Then turn in your Bible to Matthew 10:32 and teach him that Jesus Himself said that He wanted those who loved Him to make this love public before other people.

A word of caution here—the new convert is not asked to make a “confession” of faith, but a “public testimony to the fact that he has received Christ as his Savior.” If we use words like confession, etc., we will confuse him into thinking he is doing something with a catechism.

Several things should be remembered at this point:

- 1) Explain to him the procedure of giving an invitation at the end of the service, coming forward, having a seat on the front row and making it public that he is saved.
- 2) Assure him that he will not be embarrassed.
- 3) Tell him that he is not joining the church or accepting Christ as his Savior—he was saved the moment he placed his faith in Jesus Christ.
- 4) By making it public he will obey and please the Lord Jesus Christ, have the prayers of God’s people in the church house, and take a firm stand that will give him backbone in his new Christian Life.

Here are some other things that will help you in getting the number of people down the aisle that you win to Christ:

- 1) Ask him if he will promise God that he will come Sunday and make it public that he has been saved.
- 2) Call him on Saturday and see how he is doing.
- 3) Go by and pick him up on Sunday morning and take him to Sunday School and Church.
- 4) Sit by him in the service.
- 5) Walk the aisle with him as he makes it public.

As you teach this important step in the soul-winning plan, you will want to read carefully the books and listen to the tapes that are available which help to firmly plant in our minds the importance of our fruit remaining, and the new convert growing rapidly in the faith.

GOLDEN KEY #4: Use it or lose it!

This one golden key should be pointing to the excitement and priority that is given to soul winning each one of the weekly sessions. In other words, if a person waits until he thoroughly masters the entire plan and becomes a professional, he will probably never use this simple Gospel plan and never win a soul the Christ. On the other hand, if you begin to use it instantly, it will be something that will thoroughly be usable and help you grow in Christian life.

REVIEW: Now that all 13 steps have been given, a role play of the new trainee leading the trainer to Christ a couple of times is of primary importance. You might want to break up into smaller groups and even allow them to lead another trainer to Christ. Practice the use of the written test, at his point, where they can write down all 13 points in one column and the four divisions of the plan, and which steps belong to each divisions of the plan, and which steps belong to each division in another column. In this way, they are thoroughly familiarizing themselves with the plan and its use.

I have found it most helpful to stand before the room and call different numbers of the plan out of order and ask different ones to give that number. If one misses it then call upon another.

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

Session #9 -- Teaching Aids

At this point in the training session for the overall 13-week approach, it becomes very important to begin to announce that you are nearing the end of another soul-winning training session. It is good to remind them of the importance of getting all memory work and other work complete and up-to-date. It is also good to show the importance of taking a non-club member soul winning and to begin to pray for the person that you will be training the next session. Instill in the mind of the trainee that he has not been trained to simply drop out of the club, but to now reproduce himself in the life of another person; let him know that you fully expect him to be a trainer in the next session.

REVIEW: An oral review of the entire 13-point plan, in unison, is needed. In addition, you might once again go through the step numbers, out of order, and have people then give that particular step.

TEST: A written test should be given this week. Remember that each trainee should be able to write down all 13 steps in the soul-winning plan, all four golden keys, all four section titles and know how many points go under each section title. A written test, given several times through the training, is most helpful to accomplish this fact. It must be remembered that the one thing that each trainee must know backwards and forwards is the 13-point plan. This gives them confidence and a workable tool when they go out soul winning.

TESTIMONIES: Before this session starts, the leader should pick out several people who have good, sharp testimonies about winning someone else to Jesus Christ in line with the use of this soul-winning plan. You should give these people the opportunity of giving their testimonies and encouraging others in personal soul winning.

ROLE PLAY : Again, the entire club needs to be broken up in groups of two, with a role play on the trainer and the trainee. The trainee should once again lead the trainer to Christ, and do so in a very positive manner. The trainee should then skip to

another person and lead them to Christ, and so on until enough time has been given for the trainee to have gone through the plan several times. It is always good to remember in any session—but particularly at this point of the training session, to have trainees who won their first souls give that testimony publicly. This is tremendously encouraging and helpful to others. If the leader sees that some trainees are having a problem winning their first soul, he should personally become involved at this point of training and actually go with that person or help them in leading their first soul to Christ.

This can be done by the trainer or leader actually finding someone who is unsaved and asking the first couple of questions of the 13-point plan, and then turning to the inquirer with this question, “Do you mind if (insert name of trainee) were to take just a moment and show you how you can know for sure you are going to Heaven?” This approach has helped many trainees win their first soul and become proficient soul winners.

You should also prepare ahead of time with your trainee a personal demonstration for this session, starting with knocking on his door, all the way through his salvation decision, the assurance of salvation, and his promise to come to church on Sunday. Encourage your people to take thorough notes during this presentation.

SESSION #10

Extra Notes

Date: _____

**THE FILLING OF
THE HOLY SPIRIT**



Key Verse: _____ Ephesians 5:18

- 1) Indwelling of the Spirit _____ - I Corinthians 6: 19,20
 When does this happen? _____ at salvation
 Who is responsible for this indwelling? _____ God

- 2) Baptism of the Holy Spirit _____ - When you are placed INTO the family of God.
 When does this happen? _____ at salvation
 Who is responsible for this baptism? _____ God

- 3) Filling of the Spirit _____ - Ephesians 5:18
 This is a _____ daily _____ matter!
 Who is responsible for this filling? _____ we are _____ !

***It is through the power of the Holy Spirit
that we can have revival and win
precious souls to Christ!***

A DEFINITION:

What is the filling of the Holy Spirit? _____ The power of God that fills us for soul winning effectiveness and Christian living.

HOW TO BE FILLED WITH THE HOLY SPIRIT:

Extra Notes

- 1) Must be saved
- 2) Must desire to be filled
- 3) Must be obedient
- 4) Must be patient
- 5) We must pray
- 6) Must be empty
- 7) Must be willing to burn

ASSIGNMENTS FOR NEXT WEEK:

RECITE:



Recite the Key Phrases and Questions from the Soul Winning Plan (see pages 42-44 for the complete plan)



Recite the four-fold purpose of soul winning:

- a) Win people to Christ
- b) Get them baptized
- c) Teach & train them
- d) Help save the world!

Trainer's Initials: _____



LISTEN:

Listen to Soul Winning Tape #1

Trainer's Initials: _____



MEMORIZE:

Memorize Acts 1:8

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 175-202.

Write a short summary of what you read, and what you learned, below:

Trainer's Initials: _____

PRACTICE

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

*God put work into our lives;
He expects us to put life into our work!*

Session #10 -- Teaching Aids

UNDERSTANDING THE FULLNESS OF THE HOLY SPIRIT UPON A PERSON'S LIFE

It is very important that the trainee understand the ministry of the Holy Spirit—Particularly that enough instruction be given so that he understands what it means to have the fullness or filling of the Holy Spirit for soul-winning power. If there is confusion in the ministry of the Holy Spirit in soul winning, it is possible to go off into some area of the charismatic confusion. Therefore, the following few simple facts are given to help in the preparing of a Christian to understand the ministry of the Holy Spirit for soul-winning power.

- 1) There are three important words that portray the ministry of the Holy Spirit in the life of a Christian.
 - a. Indwelling-The indwelling of the Holy Spirit is that blessed ministry where the Holy Spirit comes to live within the body of the believer (I Corinthians 6:19b). This happens the very instant that a person is saved. It is God's responsibility to indwell us, and occurs at the moment of salvation, without any asking or qualification on the part of the Christian.

-
-
- b. Baptism-The baptism of the Holy Spirit is that blessed ministry where the Holy Spirit places or immerses us into the family of God the moment we are saved. This also is a ministry of the Holy Spirit that is completely taken care of by God the very moment that a Christian is saved (I Corinthians 12:13). There is never a command in the Bible for a Christian to ask God for the baptism of the Holy Spirit. This is God's responsibility and is a part of salvation at the moment we place our faith in Christ. Every Christian is indwelt by the Holy Spirit and has been baptized by the Holy Spirit into the body of Christ.
 - c. Filling-The filling of the Holy Spirit is that blessed ministry where the power of the Holy Spirit comes upon the Christian for soul-winning power. The Christian also is walking in the Spirit and displaying the graces of the Spirit. Notice that Ephesians 5:18 commands the Christian to be filled with the Holy Spirit. The filling of the Holy Spirit does not necessarily happen the moment we are saved, and it is the responsibility, not of God, but of the Christian.
- 2) How to be filled with the Holy Spirit for soul-winning power:
- a. We must be saved—somehow we associate the filling of the Holy Spirit with something that has to do with begging at the altar, tongues, etc. This is not accurate. In order for a person to be filled with the Holy Spirit, he must first of all be saved.
 - b. You must desire to be filled—John 7:37-39 and Isaiah 44:3. A person must thirst before he drinks.
 - c. We must be obedient—Acts 5:32. A.W. Tozer once said, “If we would be filled with the Holy Spirit, then we must obey what He says!”
 - d. We must be patient-Luke 24:49 and Acts 1:4. This patience is a submissive waiting, where our minds are taken off the world and placed on having the power of God for service-soul-winning power.
 - e. Prayer-Luke 11:13 and Acts 4:31-Here is the “asking” on the part of the Christian. We come to God for the filling of the Holy Spirit and then leave, rejoicing in the answer of God in our life.
 - f. We must be empty-Ephesians 5:18: “Be not drunk with wine....” I Corinthians 3:17: “If any man defile the temple of God....” Notice that one needs to be empty of sin and self and his desire for self-glorification in order to have the power and glory of God present in his life.
 - g. We must be willing to burn (not just shine). Isaiah 61:1-Stephen was stoned, but in Acts 7:55 we see that he “burned in his radiance for Christ.” In Isaiah chapter 6 we see that the coal of fire from the mouth of Isaiah was the burning desire that he had for service for his God.

The above notes and information are given to be useful in the teaching of a good, solid, Bible lesson on having the Holy Spirit's power on our life. When one understands that he was indwelt by the Holy Spirit and baptized by the Holy Spirit into the body of Christ the moment he was saved-he then begins to see the importance of having the Holy Spirit fullness every day for the power of God and His glorification in our lives. Having the Holy Spirit's power is a prerequisite for being a great soul winner who can do mighty things for our God.

SESSION #11

Extra Notes

Date: _____

REVIEW...

What are the two major areas of personal soul winning?

_____ Responsibility _____ & _____ Accountability _____

**EFFECTIVE PERSONAL
(ALTAR) WORK**

The following are the Four Participants (Groups of Participants)
at the Altar:

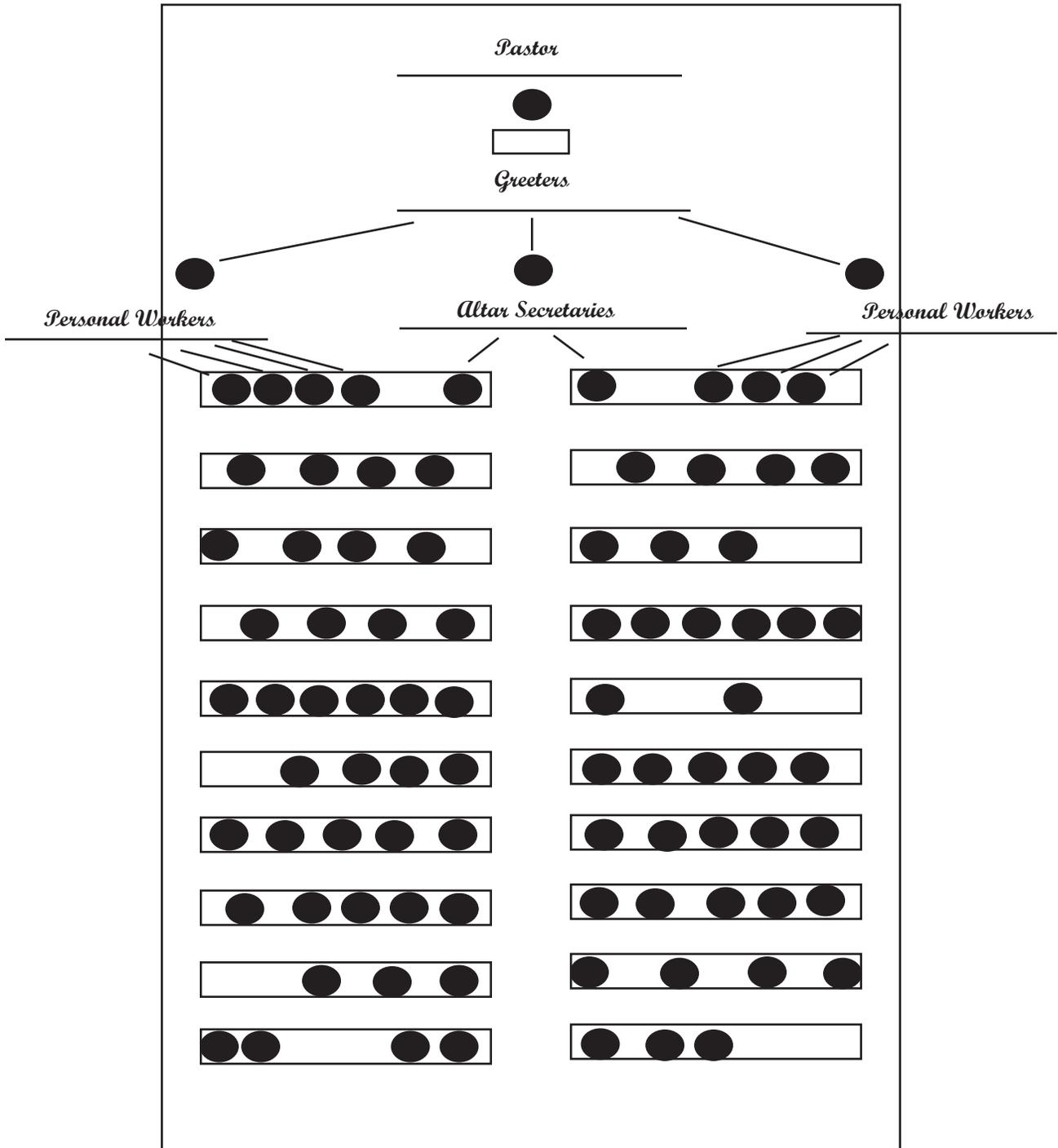
1) The pastor
He extends the invitation -- can be evangelist, etc.

2) Greeters
What verse should be emphasized? Romans 10:13
Greets all who come forward -- finds out the need of the person, etc.

3) Personal Workers
Ones who actually deal with the people

4) Altar Secretaries
Records all decisions, etc.

THE INVITATIONAL PROCEDURE



ASSIGNMENTS FOR NEXT WEEK:

READ & STUDY:

Read and study John 14-16 again. Were you impressed with anything new out of this passage of Scripture?



LISTEN:

Listen to Soul Winning Tape #2

Trainer's Initials: _____

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 203 - 223.

Write a short summary of what you read, and what you learned, below:

Trainer's Initials: _____



MEMORIZE:

Memorize Acts 4:31

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____

Trainer's Initials: _____

A wise person always makes more opportunities than he finds!

Session #11 -- Teaching Aids

It is surprising to find that many, many churches do not have efficient altar workers when the invitation is given in a public service. For that reason, much that could be accomplished at the church altar is never accomplished. Sad to say, many people come forward in response to an invitation, and never have a soul winner who knows what he is doing to lead them to Christ, etc.

The following information is given as a suggestion for running an efficient, good, thorough altar. Every pastor should set up his people so that the altar is the most efficient thing about the entire ministry of the church. It is important that an altar be run efficiently if an evangelistic, soul-winning church is to function.

- 1) Participants in a good functioning altar call:
 - a. Pastor
 - b. Greeters
 - c. Personal Workers
 - d. Secretaries

- 2) Job descriptions of each.
 - a. The Pastor-It is always better for the pastor to remain at the appropriate area and continually extend the invitation. If he were to go down and deal with every person who came forward, he would be unable to continually control the service, and give the invitation in its correct entirety. Therefore, it is extremely important that the pastor be the person who directs the invitation from the pulpit, extends the invitation, and is led of the Lord in how long it is to be extended, and when it is to be stopped. He should remain in the pulpit area and not be tied to any other responsibility during the altar call.
 - b. The Greeter(s) -The greeter's main responsibility in an altar call is to stand at the front or at the end of each aisle in the auditorium, and greet with a warm smile the people who come forward. Unless he knows the person is a Christian or has come to join the church, he would meet every person with a warm smile, extended hand to shake their hand, and greet them with a word like, "You have come to be saved, haven't you?" The person will then nod yes or no, and the greeters will know what to do at this point. All the greeters should be men, and move rapidly to disperse the inquirer to one of the altar workers without any hesitation.
 - c. The Personal Worker-The personal workers can be men or ladies. Of course, it is usually best for a man to deal with men and a lady to work with ladies who come forward. The personal workers should already be at the front when the invitation is extended. A good way to accomplish this is for the greeters and personal workers to come forward instantly when the invitation starts. The personal workers should be very close behind the greeters (or on the front row), and available for the greeter to turn right around and tell the personal worker the need of the inquirer. At this point, the personal worker would take the inquirer to the altar, lead him to Christ, and then return him to the front seat, where the altar secretaries can make all reports.

-
-
- d. Altar Secretaries-These would generally be ladies who are well-dressed and thorough. They would sit on the front row, across the auditorium, all the way across the front. The number would depend upon the size of the congregation and the number of seats across the front row. The altar workers would bring the new convert, the person who has joined the church or is restored to Christ, to the front row of seats, introduce this person to the secretary, and then tell them the decision made. At this point, the altar secretary would begin to fill out the decision form. This form would generally need to be triplicate, with the name and decision checked first, the top sheet taken off and given to the pastor, and then the rest of the information put on sheets below.
 - e. This, of course, can be changed from church to church, and to meet requirements. In either case, the altar secretary is a valuable person in filling out thorough information so that office records, etc., can be correct.

The greeters would then go from secretary to secretary picking up the decision slips and taking them to the pastor. The pastor would then, at the close of the invitation, have a slip with the name and decision of every person on it for public introduction.

It is well to remember here that what is “driven across the platform” usually is what succeeds in any church. Therefore, the inquirer’s name and decision should be read, and the inquirer should be given the opportunity of standing up in front of the auditorium for introduction to the congregation, with a personal worker standing by him. This allows everyone to see what is happening at the altar and to see the importance of the invitation.

A special note! If someone has led this person to Christ and it is a public profession of faith that the person has come to make, then it is good for the pastor to read the name of the inquirer and the name of the person who had led this one to Christ. This promotes personal soul winning on the part of the people during the week. There are many other things that could be said about the importance of the altar. I hope that the notes that have been given before will help in forming some organized approach at running a very efficient altar. The use of the soul-winning club to accomplish this role in the church is extremely wise. They have the heart of the pastor and understand what is being done in the area of soul winning.

SESSION #12

Extra Notes

Date: _____

What important principle do we learn from Ephesians?

_____ Trust _____ in _____ the _____ Lord _____ !

NOTE: Week #13 is your fellowship time. Bring the person you would like to train in the next 13-week "Operation Go" program at your church!

Here are some important questions and answers:

1) How do you do _____ soul _____ winning _____ in the _____ church _____ ?
"God loves you and so do I. Can I go forward with you?" If they _____
say no, leave them alone. _____

2) How do you do _____ survey _____ ?
Must be organized. Not a soul winning focus--mainly to give _____
information, get area statistics, and gather prospects. Should _____
have a church brochure to distribute. _____

3) How do you do _____ door _____ to _____ door _____ ?
This is more a soul winning focus. You are meeting strangers and _____
trying to present the Gospel. Be friendly and non-threatening. _____

What do survey and door-to-door have in common? _____ they _____
both deal with cold prospects. _____

Extra Notes

4) How do you do hospital visitation ?

Also, nursing homes and assisted living centers. Introduce yourself as the person from your church who visits hospitals. Ask if you can have prayer with them, then start at step #2.

5) How do you follow up new members ?

Give them information to get them grounded (example: Fruit that Remains). Get them in the Operation Go program -- get prospects from them.

6) How do you take care of shut ins ?

Give them each week's service on tape -- Use them for prospecting -- do not ignore them during this time!

7) How do you do restore the backslider ?

Verse: I John 1: 8-10

Teach them how to be cleansed .

8) How can you be a quick witness ?

Examples: Airplanes, elevators, corridors, etc. Be friendly! Get them interested and then share shorter plan.



ASSIGNMENTS FOR NEXT WEEK:

INVITE A FRIEND!!

Take someone who is not a member of this class out soul winning with you. Try to present the Gospel at least one time. Write any special blessings below:



LISTEN:

Listen to Soul Winning Tape #4

Trainer's Initials: _____

Trainer's Initials: _____

READ:

Read The Jerusalem Factor, pages 224 - 252

Write a short summary of what you read, and what you learned, below:



MEMORIZE:

Memorize I Corinthians 2: 1-5

Trainer's Initials: _____

Trainer's Initials: _____

PRACTICE:

Complete Three Hours of Visitation with Your Trainer. Fill Out the Following Log:

Date of Visitation: _____

Any Salvation Decisions? _____

If yes, give names and ages of those saved: _____

What special blessings did you receive? _____



Pray for God's Blessings...



Trainer's Initials: _____

Session #12 -- Teaching Aids

In our training session this week, several areas of personal soul winning and church ministry will be covered. Needless to say, not very much can be said about them here, but if the pastor is to “wrap” the person around the ministry and philosophy of the preacher, then these areas should be touched on, and the soul winners should be given a little bit of instruction. Some of these areas are more important than others — however, each one needs to be understood, in some capacity, by a good, consistent soul winner.

SOUL WINNING IN THE SERVICE OF THE LOCAL CHURCH: Numbers of people can be won to Christ during the invitation of a service if there are numbers of good soul winners in the church service. Trained soul winners should be at the back of the auditorium and scattered throughout the congregation to notice those who raise their hand for prayer indicating that they would like to be saved. If, after a verse or two has been sung, the person does not come forward, then the soul winner should move into action. A couple of general things are important:

First of all, remember never to embarrass anyone. Secondly, you should not have to climb over seats or other people in order to get to them, and you should ask only one question. This question should be prepared in advance so that you are ready to help. The question might be stated as follows: “I noticed that God is speaking to your heart. May I go forward with you to help you?” While asking the question, you would begin to move toward the altar, taking the person with you. This is an area in which every pastor will want to train his people the way he feels it should be done—but remember that many can be won to Christ by good soul winners knowing how to win people in the service.

SURVEY: There are general surveys and surveys with questions at the end which lead the surveyor right into the plan of salvation. A general survey simply collects information and data on a door-by-door basis through a neighborhood, and is compiled in the church office, where visitation and Sunday School work can be done later. The second kind of survey is generally used on youth visitation and youth survey, with questions to the point of leading the person surveyed to Christ. Surveys are very beneficial and should be used from time to time by an exciting, growing church.

DOOR-TO-DOOR VISITATION: Perhaps nothing is more important than good door-to-door visitation. It is sad that many good Christians are afraid to do this kind of visitation. Very simply, one would knock on the door, introduce himself, and ask for permission to enter the house.

It should be remembered that asking questions is a wonderful way to get people involved in a conversation. Therefore, the door-to-door visitation person would introduce himself and tell which church he was visiting from and then ask the question, “Do you know where our church is located?” The person whom you are visiting will then proceed to say, “Yes” “No,” or give some sort of directions. It leaves you wide open to introduce the church, its location, etc., and then ask to come in and visit for a minute. It is important to remember that even if you do not get in, you will find the name and number of many people where you can go back the second or third time and lead these people to Christ.

HOSPITAL: There is never a more wonderful time to lead people to Christ than in doing hospital visitation. The church might have special hospital packs or information to be given out when visiting. If so, numbers of these should be taken when visiting the hospital. When walking into a stranger’s room or turning to a person in a bed next to a member of the church, it is very easy to introduce yourself and tell them what church you are visiting from. It is also very simple to say, “I always like to leave a couple of Bible verses and have a word of prayer with everyone whom I visit in the hospital.” No one would refuse you while they are in the hospital. At this point you would assume the person is lost, and then begin with Step # 4 in the soul-winning plan, and go all the way through Step # 7 and the other

sections that are necessary to lead a lost soul to Christ. If the person is already saved, then you should close in prayer and simply leave. If the person accepts Christ as Savior, then they should be followed up in the same manner as anyone else who is led to Christ.

NEW MEMBER: Every church has a procedure to follow up and get information to the home of new members. This should be thoroughly explained to each person taking the soul-winning course, and they should participate in new member visitation from time to time. It is important to excite the new member about the ministry of the church, tell them about the many varied opportunities of service and worship within the church family, and to make them feel that they are just as important as anyone else within the church family.

SHUT-INS: Another neglected area of church ministry and visitation is the shut-in-ministry. Perhaps no one needs as much personal attention as someone who is on his back or in the home for a period of time. For some reason, we visit people in the hospitals, and then neglect them while they are at home recuperating but still unable to come the house. Helping the visitation people to understand this is very important.

RESTORING THE BACKSLIDER: If, while dealing with someone in the home, at the hospital, or at the altar you find that the person is saved but away from God, then the passage of Scripture that should be used to restore the backslidden person is I John 1:8-2:1. You should review the lesson on Step # 12 in giving assurance to a new convert when the new convert is taught how to handle sin. The same kind of instruction needs to be given to the wayward Christian, and he needs to be led to the point that he is willing to personally pray and ask the Lord to forgive his sin, cleanse him and restore him into fellowship. It is good for a good soul winner to learn to lead a backslidden Christian through a prayer just as much as someone who is being saved. The Christian who is restored should also be given assurance and help. It is also good for this restored Christian to make it public in the church service that he has rededicated his life to Christ, and he has a genuine desire to go on with the Lord.

Generally speaking, it is good to restore the backslider and then take him all the way through Step #'s 8, 9, 10 & 11 in the soul-winning plan as it pertains to the restoring of a person who has been wayward in his Christian life.

QUICK WITNESS: Many times in our soul-winning experience, we do not have the opportunity to sit someone down and spend enough time with them to go all the way through the 13 steps. In short, we need to give that person a quick Gospel witness. It may be the only time we get to see that person. An example would be someone we meet in a restaurant, on an airplane, or in an elevator.

Generally speaking, it is good to take a Gospel tract and hold it in your hand. Offer it to the person next to you and simply say, "This is a Sunday School lesson which helps someone to know how he can know for sure he is going to Heaven." If the response is "no" then you would proceed to quote the Romans Road as quickly as possible. At the close of this instruction, you would simply say, "Let's bow our heads together in prayer while I lead us in prayer." You would ask that person to pray, take your hand and then give him as much assurance and follow-up as possible.

Many of us can win many folks to Christ if we will simply take the time at whatever place we find ourselves with the opportunity.

The above sections are numerous, and lots of time could be taken with each one. However, it is vitally important that each member of the soul-winning club has some exposure to these steps of soul winning.

Session #13 -- Teaching Aids

This, of course, is the last session of the 13-week course. By this time, all of the teaching should generally be finished. If there are areas in the first 12 sessions that need some review or reinforcement, now would be the time. However, this session should be fun, exciting, light and very encouraging. Remember, it is the end of the session, people have worked hard, and they deserve to be praised and congratulated.

REVIEW: The part of the training session that has to do with instruction should start with everyone standing and repeating the 13 steps together, in unison, and aloud. The total group should also repeat the fourfold purpose of the club and the club verse. They should then be seated, and a question-and-answer session can follow, with the instructor asking the questions having to do with different steps in soul winning, what to do in difficult situation, and these kinds of things.

BANQUET: In this session all information ought to be given for the closing banquet for the soul-winning club. The banquet is very important and should be elevated in the mind of the trainer and trainee. Elaborate plans should be taken, whether the banquet is a potluck banquet or one in a restaurant, where each individual pays for his own meal. The husband or wife of the trainer and trainee should be invited, and it should be a well-planned banquet, with a few unannounced special things on the part of the instructor.

NEW SESSION: The dates of the next session should be announced at this time; also, all recruiting methods should be discussed. Each trainee should know that he is expected to recruit a person whom he can train for the next session. Actually, commitments should be taken on the involvement of the person in the next session, and their finding of someone else to train. The session should be closed in prayer, with an announcement as to the total number that have been saved for the 13 weeks, etc. Praise should be given to God, and the importance of winning souls should be reinforced.

Operation Go Material Order Form

(Make copies of this, and be sure and get it to your field representative at least 6 weeks before you plan to start a new session.)

Name _____ Church _____

Address _____

Telephone _____ E-mail _____

I need _____ complete Trainee's Guides.

I need _____ copies of Fruit that Remains.

I need the following lapel pins:

_____ bronze

_____ silver

_____ gold

David Wood Ministries P.O. Box 1490 Panama City, FL 32402 850-640-2121