

A weekly resource for those who lead Worship Ministries

mondaysmorningemail.com

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Leadership Tools

Hugh Ballou

LEADERSHIP TOOLS...

...Is divided into four sections:

1. Foundations
2. Relationships
3. Systems
4. Balance

In my leadership work, I have group skills and strategies into the four areas above. First, Foundations give the leader the clarity to know how to lead the team because the final result is clear; second, build and maintain effective relationships to assist in getting to the vision; next, develop effective systems allowing each team member to excel and to work together efficiently; and finally, create balance in work, in life, and between work and life.

This month's contributors bring experiences and skills from diverse backgrounds and perspectives:

1. Brandon Allen helps you build, refine, and renew your foundation by encouraging you to save yourself from mediocrity.
2. David Stanley, step brother and bodyguard for Elvis Presley, continues with the interview with Hugh Ballou in comparing leadership skills for directing a movie and planning a worship service.
3. My article on leadership systems helps you think about the effective use of time.
4. Greg Blackburn, principle in The Accredited Network, talks about true wealth and the balance it brings to life.

Send us your thoughts, comments or ideas for topics to address in future issues.

Enjoy!

Hugh Ballou

FOUNDATIONS

Save Yourself from Mediocrity

by **Brandon Allen**

Inspiration recently came to me as I was sitting in church. I had recently set out on a new business venture and although I wasn't looking for verification that my choice was the right one, I received affirmation anyway through "The Parable of the Talents" in the gospel of Matthew. You can read the story here. <http://www.gnpcb.org/esv/search/?q=Matthew+25:14-30>.

I will admit that even when you are pretty sure you are doing the right thing, it's always nice to hear something that drive it home.

When it comes to the challenge of discovering and living Soul Purpose, a little verification here and there doesn't hurt. For the fearless individuals out there that are already on their Soul Purpose path the idea of living your life to the fullest is not a new one. You are already out there on the front lines trying to get things done and living with an entrepreneurial spirit.

For the individuals I described above, living your Soul Purpose is the path that leads to the utmost success. And by success I mean, success in your family, success in business, success in your physical appearance etc. Not just being rich. Soul Purpose is the winning strategy to take all the powerful ingredients that you already possess (talents, gifts, passions) and channel that into a world of new possibilities. For most this is a leap of faith and a risky proposition but in the end well worth it.

If you don't know your Soul Purpose and haven't thought about it. My challenge to you is to take some time each morning and work on developing. A mentor in this area is usually the fastest and best way to speed up your journey on this path. If you do know your Soul Purpose are you living in it? If you are, you are probably already living the life that you want. If not, it's time to think about what's holding us back.

Read more: "What is Soul Purpose » Archive » Build Your Soul Purpose" - <http://buildyoursoulpurpose.com/category/what-is-soul-purpose#ixzz0BTnVoxFz>



Brandon Allen is a business and vision coach with The Business Blueprint. Brandon focuses on helping businesses get clear on their vision, mission, core values and leadership. Brandon is the author of the small business blog Build Your Soul Purpose (www.buildyoursoulpurpose.com).

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RELATIONSHIPS

Parallels in Constructing a Plan for Producing a Movie and Creating an Effective Worship Service

By David Stanley

Interview with David Stanley by Hugh Ballou

Hugh Ballou: There's a real distinct parallel here. When you conceived the story and write it down, that's like constructing the order of worship for the service. You define the different components – the prayers, the music, the sermon, and other parts of worship – what happens here and what happens there, then you are going to produce the service like you produce a film. In fact, in both cases, you take the script and make it come alive.

David Stanley: The great thing about the script we use in the church is that it is the greatest script in the world. God is looking for leaders who want to coordinate His objectives. You are exactly right. When I was producing "Protecting the King," I had to get the right people to participate. Now in the cinematography department, the guys that shoot the film and use the cameras, as director, I lead them down the path of what I am looking for looking through the lens, but they are the ones responsible for setting the shot and doing their part. You have the music, the cinematographers, the script assistants, the lighting, the sound, the actors, you have all these elements that are coming together, and you have that one or two individuals that are responsible, and Hugh I'll used this term with you in mind, "conducting" the crew – conducting the orchestra so to say and make sure that it all falls into place. And yes, it's very much like a church service. I know at Fellowship Church, after taking Monday off, they are up very early on Tuesday morning orchestrating what they are going to do next – the music here, the drama here, the pastor here, the prayer time here – it's all specifically drawn up. They do it every week, but it's fresh every week because, one, they are praying for God's fresh touch and, two, they are organized. They are also in one accord. They are using the gifts that God has given then individually as the Pastor, the leader of the church, orchestrates the whole scenario.

Hugh Ballou: That's great. There's a distinct parallel in what you have done to produce a movie and what church leaders do every single Sunday to come together and make that worship service happen. This particular edition of Monday Morning Email is called "Leadership Tools." Speak a minute to the leadership principles that you think are important in inspiring, coordinating, and empowering the team to pull this together. You have a very distinctive leadership style where you get really good people. Speak to that in the context of the church.

David Stanley: I think it's funny that you ask that. I just came out of a six-week course at our church, Fellowship Church, on leadership. We addressed the qualities of the leader. It boils down to the same qualities for leadership whether it's in the church, a corporation, or a film company. A leader has to have a teachable spirit to listen and learn. The leader also has to have a vision for where they are going and how they are going to get there and the ability to communicate that vision to the other team members to get them to catch the

vision. The best teams are the teams who capture the vision of their leader or leaders. So, when you are building your team, it's not that you want a bunch of "yes" people around you, you do want people that will listen to your vision and use their skills to implement that vision with their skills and talents. As leaders, it's important that we allow the leaders on our teams to structure the process as they see it and to do what they do best. It is important, therefore, that everyone checks their ego at the front door, especially within the structure of a church service, there's no time for ego. You are there not to have an ego, but to echo the glory of God. That's what makes an effective team.

Next month: Part 3 of the Interview "Replacing Ego with Passion"



D. (David) Edward Stanley is truly gifted storyteller with the ability to create dramatic contrasts that tap a range of human emotions. He made his directorial debut with his first independent feature film "Protecting The King" which was distributed worldwide in 2007 and received critical acclaim. The film is the true story of Stanley's life on the road with his world famous stepbrother Elvis Presley.

Stanley's next film project, also a true story, is called Restoring My Father's Honor. The film, about WW II combat soldier MSgt William J. Stanley, reveals a startling truth buried for more than 50 years.

Stanley's lineup also includes Predator In The Pulpit and an original story called Dachau. These projects are housed under Stanley's production company Impello Films.

Stanley founded Impello Films to create films based on the principles of honor, courage, integrity and personal triumph. For more information on David, go to <http://www.impellofilms.com>

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SYSTEMS

Develop a Reliable System for Managing Time and Getting Things Done

By Hugh Ballou

Develop a system and support for that system. Use paper or electronic means. Make a decision. Make a plan and work the plan. Have ONE calendar. Those who keep two calendars know that BOTH of them are usually wrong! Record all your data in one source and have a reliable back up! If you keep a paper system, attend a seminar on the effective use of the system. They will teach you the basics and then you can modify it to suit your needs.

The greatest help is to write everything in one system. EVERYTHING! When writing phone numbers or notes to call someone back, don't use those silly pink phone pads and have lots of little pieces of paper floating around. They are always in the way and you can't find the phone number when you need it! Scattered and disorganized people waste time that could be better spent in productive ways.

Don't take legal pads to meetings to record notes – use a meeting sheet in your calendar system. Time cue the action items on your calendar and refer to the appropriate page in your notes for the details. Your calendar page should have a section for tasks next to the times of day for appointments. Remember, only put items that require your physical presence on the calendar. Other items go on the task or project list.

Here's the basic idea. Record meetings in your date book. Record follow-up calls or actions in your task list. Connect the two in some way. Only put meetings that require your physical presence in your date book or calendar. That is a clear statement of where you are to be. Here's a good place to plan your personal time as well. If you don't schedule planning time, preparation time, study time, thinking time – then it most likely will not happen. Make a date with yourself and keep it.

Set a time of day to return phone calls. As the messages collect, put them into your task list for the time scheduled. The best time for calls is at the end of the morning or the end of the day. Do not interrupt productive time with phone calls, unless they are a priority. Plan your day the day before. Plan the major events of the week on Friday and review or refine and put in the details the day before, not on the current day. If you begin your day without a plan, much of the day will slip by without being productive.

Use your computer calendar program, PDA, or paper calendar system such as the Covey/Franklin planner. They have all the resources you will need and the training to go along with it. Keep everything in the system you use - phone numbers, addresses, e-mail, names, and other pertinent information. The beauty of this kind of consolidation is that you always have contact information handy when you need to follow up, and you can use extra time for planning or making notes. Extra time comes when you don't expect it, such as when waiting for a doctor's appointment or in the school line to pick up kids. By now, you've got the idea – now find a system and work it!

Transformational Leaders are disciplined and structure their time to get things done so that they have time to live.

© Moving Spirits, Building Lives: Church Musician as Transformational Leader, Hugh Ballou, 2005. Available in the Creator online store.

BALANCE

True Wealth is Producing Balance

By Greg Blackburn

Having the appropriate mindset is the key to living a life of abundance, wealth, and prosperity. There is a phrase I tell all of my clients—in fact, I have it printed on a plaque in my office so that I can read it multiple times a day. It goes like this: Money should not be the primary reason for doing or not doing anything. So many people value money first—over their physical health, their mental and intellectual wellness, their relationships, and their spiritual well being. They think that the only way to be rich is to have a lot of money, but this couldn't be farther from the truth.

The truth is, this kind of mentality will never lead to wealth. Sure, it may lead to financial success, but even that isn't guaranteed. More importantly, however, is the fact that wealth is more than just monetary success. Wealth comes from living a balanced life of abundance in all areas: physically, mentally, socially, spiritually, and financially. True wealth is being healthy enough to play with your kids. It means having the desire to constantly learn and grow mentally. It means having healthy, lasting relationships with your family, friends, and mentors. It means having a meaningful connection with God. And yes, it can also mean having your finances in order so you aren't constantly consumed with worry and fear.

This is where mindset becomes critical. You are either stuck in the bondage of a consumer mindset or you exist freely in the producer mindset. In the consumer mindset, you push all other aspects of your well being aside and focus solely on the collection of money. You are worried you won't have enough to pay all your bills. You are afraid that your money will run out, so you save beyond what's reasonable.

In the producer mindset, however, you come to realize that those stuck in a consumer mindset are allowing money and the fear of scarcity run their lives. You begin to truly see what wealth is. When your mindset starts to shift in this direction, you begin to understand the importance of valuing yourself first.



Greg Blackburn is a partner of The Accredited Network based in Salt Lake City, Utah. As an educator, visionary, and gifted relationship builder, Greg has over a decade in the financial services industry as a strategic planner, consultant and coach to successful businesses, families and individuals. By allowing your mind to open up to non-traditional ways of thought you will begin to discover what your true purpose is.

Upon graduation from the University of Utah in 1997, Greg entered into the financial services industry. Over the years he learned how institutions focus on product sale and not human life value creation. He discovered that people are assets and products have no intrinsic value. The real value of a product comes with one's abundant mindset.

Greg married Nicole, his partner in love and in life. They live in Sandy with their four boys (Ryan, Zach, Josh and Drew) and one daughter (Ella). Together they have created a system of education through appreciation of their family. He dedicates a minimum of two hours each week one-on-one with each family member and has not missed a day in a two year time period. He has discovered a unique method to enhance the growth of his family through teaching value principles. His approach has brought great joy and happiness. After all, a family's "true wealth" is captured with admiration and since time is a precious asset his dedication provides family growth.

Greg's pursuits include ownership in five different businesses, The Accredited Network, Prosperity Paradigm, Vitality Life, Rekoneyes Marketing, and a new business teaching family values. He also chairs the Driving for Diabetes golf challenge yearly. The proceeds allow many families to attend a local camp based upon educational values for children with Diabetes. You can contact Greg through his website:

<http://gregblackburn.com>

Conclusion

Arrive at your place of comfort utilizing the best of what you can learn from others. Build your foundation, maintain your relationships, utilize effective systems and keep a healthy balance in your life. Begin today. There's not an arrival point. It's simple a journey.

Grace and Peace to you in your duty and delight as a Christian leader.



[Hugh Ballou](#)

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