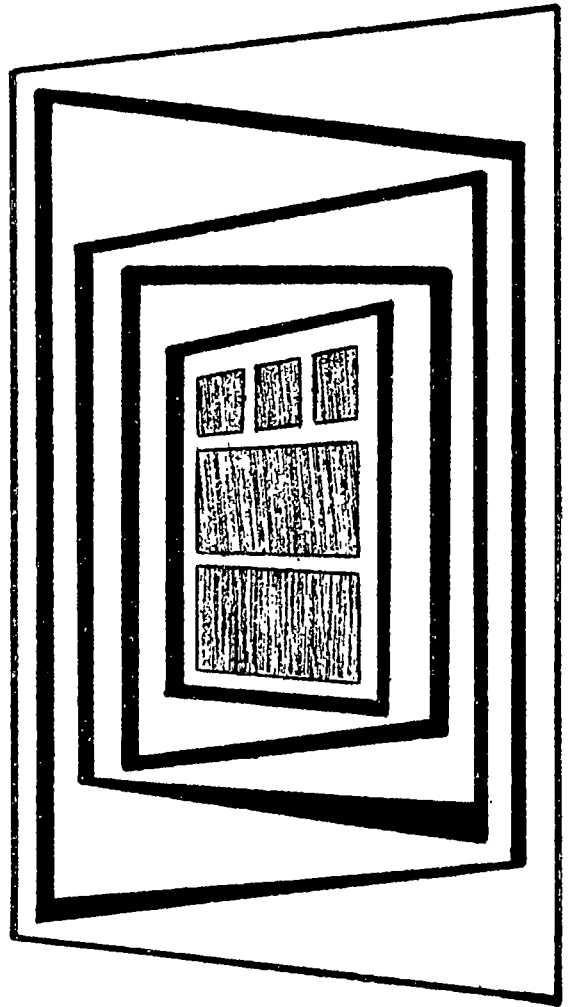


Doorways

to

Training



1969 Winter Sunday School Manual

Try the Master Plan

Most of us are willing to try new ideas. But well we know that just being busy or skilled doesn't always mean we're "getting the job done". Are we winning our pupils? Are we discipling them? Do we know how?

Have you tried the Master Plan? It all started by Jesus calling a few men to follow Him. This was His most important strategy. He did not invite them to come to the synagogue to occupy chairs during the half hour lecture period, after which they would part company until the next week.

What is the Master Plan? Robert E. Coleman in the book, "The Master Plan of Evangelism" - the 1969 Approved Training Program book for this January - outlines seven principles of it.

Jesus selected a small group. Begin with a few.

Jesus associated with them at every opportunity; opportunities "outside the classroom."

Jesus challenged them to consecration. He taught true obedience as an expression of love.

Jesus imparted Himself to them. Denying many comforts to himself, He expected His followers to "give themselves away in service."

Jesus demonstrated his teaching. It was not theoretical.

Jesus delegated responsibilities. With implicit instructions and preparation for the inevitable attacks of the enemy, He gave them opportunities.

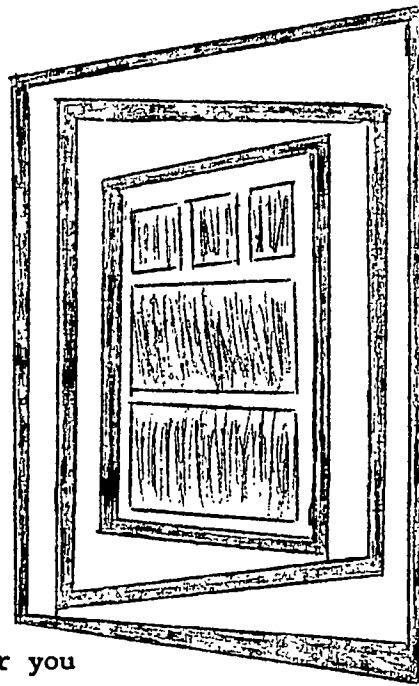
Jesus supervised them. He reviewed their personal experiences in such a way as to provide true learning, helping each to set personal goals and to reach them.

Consider the Master plan! Let the principles become yours and those of your staff. Begin by teaching this text to not only your present staff, but to the entire congregation.

Try the Master plan--personally! Through it you are not just living for the present, but will know that in generations to come your witness for Christ will still be bearing fruit through others in an ever-widening cycle of reproduction to the ends of the earth and unto the end of time.

For basics regarding
training, consult the
"Local Church Plan"

Doorways to Training



"For the door that offers wide and effective service stands open before me." (I Corinthians 16:9, Wey.)

Today there are some doors which God has opened for you

- The door of opportunity to your community stands open to you
- The door of responsibility is like a door which we open, walk through and close behind us--never to go back.
- The door of commission is ajar, opened by God Himself.

As a leader in the Foursquare Sunday School, you have a demanding challenge to help train others to step through the doors to service. This means we must first lead them through the door of training. That is our challenge for this quarter, and especially for January.

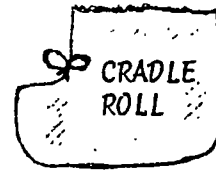
What does this quarter hold in store?

- January - New *Training Book*, "The Master Plan of Evangelism"
 - the doorway of the *Cradle Roll* -- outreach plan
- February - Broken Hearts - special *Valentines' Day* outreach
- March - *Televisitation* - a telephone approach to visitation for pre-Easter planning

Someone has said, "The people who only attend your church on Easter Sunday do in effect pay a compliment to your church. They say, 'Of all the churches in this community, I consider this church my church.'" Treat these ones as guests. Follow-up these contacts; compliment them by saying, "We are concerned about you and interested in your spiritual well-being." Visit them.

"Behold, I have set before you an open door, which no one is able to shut"
(Revelation 3:8)

Department of Youth and Christian Education
1100 Glendale Boulevard
Los Angeles, California
90026



SUCCESS -- RESULT OF VISION

A pastor in a northwest city attributes the phenomenal growth of his church to the Cradle Roll superintendent. This woman, a grandmother, felt she was too old to teach Sunday school, but loved the babies. She asked if they might have a room to begin a Cradle Roll department. When the pastor pointed out that they had a nursery, she retorted, "But, it is so small!" His answer, "When you fill that, we'll find a larger room."

And that is exactly what she did. Getting organized and then reaching out, she succeeded in bringing more than 20 new young married couples, with babies, into the church in about 2 years.

The pastor stated, "We had to build a new church to accommodate this increase." And included in this new church was a large, multiroomed nursery area.

To this little grandmother, Cradle Roll was more than the "chart on the wall." It meant babies--people, and it meant parents--young parents who needed help in raising their children in the "fear and admonition of the Lord."

CRADLE ROLL IS FOR THE ENTIRE FAMILY

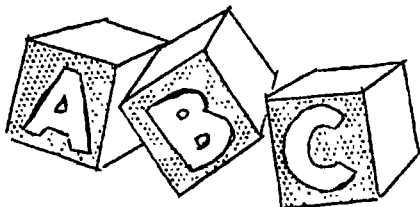
How can this be?

This is clear when we consider the three-fold purpose of the Cradle Roll:*

1. To reach the homes of the church and community for Christ and to establish a link from the church to the home.
2. To emphasize for parents the role of the Christian father and mother and to encourage them to participate regularly in the fellowship, Bible study and worship services of the church.
3. To help parents understand ways they may guide their child in his spiritual development during his first two years.

It can happen in your church.

Yes, we want to see them actively enrolled in the church. But, perhaps you will need to use this as a "doorway" and minister to the family outside the church before gaining them. Consider this doorway to evangelism to reach as many non-churched homes as possible.



*From "It's Never Too Early - 'Cradle Roll Program'".

PERSONNEL FOR CRADLE ROLL

Who will be your Cradle Roll leader?

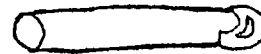


It might be the least likely person. Or it might be:

1. A grandmother. She has served for years in the Sunday school and now is "semi-retired". She loves children and can see the potential in this ministry.
2. A young woman without children of her own. For some reason there are no children in her home, but she loves other people's babies.
3. A couple. To tie in both parents, a masculine influence is desirable.

Consult the booklet, "It's Never Too Early - Cradle Roll Program" for guides in choosing this important person.

HOW TO GO ABOUT IT



1. Read the text, "It's Never Too Early - Cradle Roll Program". (Order from Foursquare Publications) This booklet will serve as a guide for establishing and maintaining the Cradle Roll in a Foursquare Church.
2. Begin looking for the right personnel. Pray!! This is a vital position in the church's ministry to families.
3. Train workers. Inspire them with a vision for the potential of the Cradle Roll. The text, "It's Never Too Early - Cradle Roll Program" is part of the Approved Training Program. A Home-Study Guide is available with this book and guides the worker in preparing herself for work in this department. (ATP Course #315.)

Work with them in training. Encourage and assist as needed. Challenge them!

4. As you train, develop the Cradle Roll program. Begin small. Keep it simple, but build a good foundation.

Do it step^{by}



5. Order the necessary materials. (See chapter 6, text)
6. Review the young adult Sunday school department or class. It may mean beginning one. Babies will not arrive in Sunday school without their parents. This hour must have appeal to the young parents.

Solicit the cooperation of the teachers and officers of this class. You may wish to offer a special course of study, such as:

"Train Up a Child" - Course #501

"How to Succeed in Family Living" - Course #506

(Both available from Foursquare Publications.)

7. Make the church aware of the Cradle Roll. See the idea page which follows for suggestions.

The wealth of basic material--and frills--is contained in the booklet, "It's Never Too Early - Cradle Roll Program". Let it serve as your guide and constant reference.

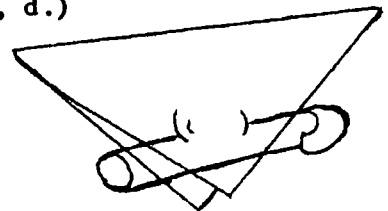


ENROLLING THE BABIES

The church may minister to the baby and his family without actually enrolling them in Sunday school. However, one of the goals should be to enlist the entire family actively in the church.

Follow the Foursquare Sunday School Constitution in enrolling babies. It states:

"A child may be enrolled in the Cradle Roll Department when a worker of that department has received the consent of the parents or guardian." (ARTICLE III, Section 6, d.)



EQUIP THAT DIAPER-CHANGING CENTER

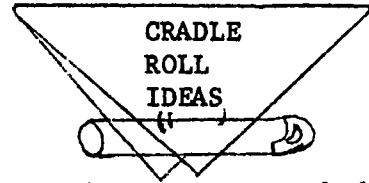
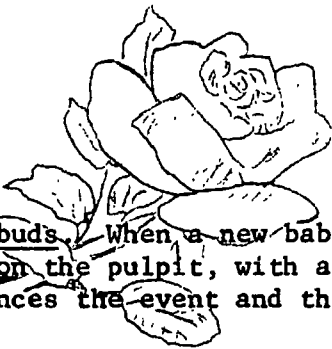
It may be a single kitchen cabinet with a plywood top extended on either side. Cover the top with heavy adhesive-backed plastic and pad with a washable bathinette pad. Nearby have shelves for linens and extra supplies. Above the table, out of small children's reach, have the following:

- | | |
|---|--|
| Clear plastic shoe box, containing dry cotton balls. | Plastic container of surgical soap. |
| Plastic food container with cotton balls submerged in plain warm water. | Box of cleansing tissues. |
| Second container with cotton balls in a Zephiran chloride solution. | Detergent bottle filled with warm water. |

Post the "Procedure for Changing Babies," and encourage all workers to follow it.

1. Clean hands with "Zephiran sponge" (cotton ball).
2. Cover changing table with cloth diaper.
3. Change diaper. Clean baby with germicidal soap and plain water sponges as necessary. (A dampened washcloth with water from detergent bottle may be used.) Surgical soap is non-irritating.
4. Place soiled diaper in plastic bag and close.
5. Return baby to crib and diaper bag to designated spot.
6. Put cloth diaper (table cover) in linen hamper.
7. Clean plastic table cover and your hands with Zephiran sponge.

Let mothers be confident that your nursery is CLEAN!'



1. Rose buds. When a new baby arrives in the congregation, put a rosebud in a vase on the pulpit, with a card containing the facts of the birth. The pastor announces the event and the vase and bud can go to the mother the next week.
2. Letter welcome. Try this approach to the new parents:

Dear (mother):

"You and I know that babies don't come 'from out of the nowhere into the here'. God has been working in and through you, and your precious little (Anne) is His gift to you and (Bob). You still have the job and joy of helping (her) become a real person. May you have the patience, good humor and insight for that task."

After this introduction, a home call which explains the church's ministry is in order.

3. Spoons welcome. Ask all the ladies to save the coupons from Gerber's baby-food jars. Send in the correct number with twenty-five cents to the company and get either a silver-long-handled spoon or a silver self-feeding spoon. A supply of these might be used for gifts to new babies in your Sunday school.

Prepare the spoons for presentation by making a corsage from small plastic rosebuds and ribbon. Yellow for a boy; pink for a girl. Insert a spoon in each corsage. On her first visit to church with the new baby present to mother.

4. Supplies. Those mothers whose babies have outgrown equipment, clothing, diapers, etc., may not think of donating such items to the church, unless you remind them. Solicite such supplies for your department.
5. Stationery. Using soft pastel paper, cut a design from baby gift-wrapping paper and paste on the sheet. Instant Cradle Roll stationery.
6. Display. For making your church aware of the ministry of the cradle roll, plan a display. Over a table, make a canopy of ribbons, containing new babies' names. Drape the table with pale blue cloth or sheet. Cover with white net. Cluster of ribbon or flowers may be placed around the centerpiece. Make centerpiece of a baby picture, Bible, and a chart with the names of mothers and babies and prospects.
7. Baby Day. Goal: find a new mother and baby for each mother in the church -- mother to mother. Ask each mother, young or old, to find another mother and baby for the church. Make a list of prospects for those who need them. On "Baby Sunday," be sure to be ready for the babies and mothers. Use this for a launching of your Mother's Club or other activity for mother. Teenagers may be enlisted to babysit for an evening if this meeting is to include father, too. Follow up new mothers with a home call.
8. Equipment. Check the Equipment Encyclopedia for patterns for various pieces of necessary Cradle Roll equipment. Engage the CFM in making these.

9. Invitations. Using pink stationery, fold a single sheet in half. Cut around edges with pinking shears. Type or write invitation inside. At the top of the sheet, just below the fold, punch two small holes and thread narrow ribbon through. Tie in a tiny bow. Cut tiny design from baby gift-wrapping paper and paste on front.
10. Park prospecting. Is there a park in your community where mothers take their babies for a stroll on warm days? Try prospecting there for cradle roll members. On a beautiful day, take with you a few small gift items for the babies and some literature which will appeal to the mothers. Introduce yourself as a representative of the cradle roll department of your church. This will open the door for conversation and the opportunity to invite the mother to your church.

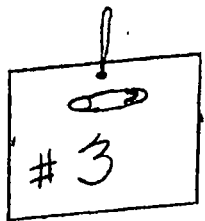
Take time to explain the work of the cradle roll department and tell the mother of activities of young married people in your church. If there are other children in the family, give an invitation to them also.

11. Valentine's Day greeting. Send a special greeting to cradle roll parents. Make hearts from shocking pink or red paper. (Size will depend upon size of envelope you select.) Cut out hearts and fold on dotted lines. (See illustration.) Use white, gold or silver lace paper doilies to decorate. Print or write message. Outside message says, "Who loves your baby?" When first heart is opened, the words, "We do" show on both hearts, etc.



12. "Feeding-sleeping" instruction sheet. When a mother brings her baby to the Cradle Roll, have her fill in an instruction sheet such as the following. Tag each baby with a number. The numbered tag should correspond with the number on the instruction sheet. This information puts the mother at ease, too, and helps assure her that her baby is well cared for.

Metal-framed tags about an inch in diameter work well. When the baby is brought, let the parent tag the baby. Have tags hanging on a board where they may be easily reached. Pin tag on back of child where they cannot play with it. All of baby's belongings may be tagged with same number.



CRADLE ROLL INSTRUCTION SHEET

Information for _____ (name)

Which Services: S. S. 11:00
6:00 7:00

Bottle

To be given at _____
Heated cold (circle one)
Holds own bottle _____
Use bottle holder _____
Burp after _____ oz.

Sleep

What time due for nap? _____
Usually sleeps how long? _____
Sleeps best on tummy _____,
back _____

Special instructions:

13. Training by phone. Train cradle roll workers, or interested persons "by phone". Twice a month the worker phones the mother of each child assigned to her, to chat about the "doings" of the child. Guide this worker with a list of possible questions. This list might include questions about what interests the child at play, new words or "findings" he delights in, evidences of confused understanding, reference to what has happened in church, memory span, best kind of discipline for him--anything which might concern the child or his home.

These conversations not only help the worker receive a course in "child psychology," but also may help the parent understand her child. These calls do not take the place of the visit in the home.

14. Music box. As an attention getter for the cradle roll toddler, a music box with moving parts is very intriguing. Use it when new ones are brought into the department and the surroundings are strange. The tinkling music helps to divert their attention when mother leaves.

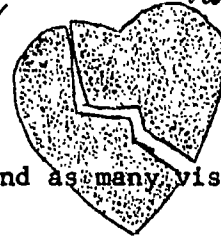
As well as amusing the youngsters, the music box is also soothing to the sleeping babies.

15. Cradle Roll Department:

- C - ongratulates the parents with a "So-o Big" Card
 - R - ecognizes the baby.
 - A - dds the baby to the roll with an Enrollment Certificate
 - D - elivers a "Loan-of-a-Life" Baby Book
 - L - eaves the Christ-centered notes for parents in the home.
 - E - ncourages the parents to attend the church.
-
- R - emembers baby's birthdays with "Loan-of-a-Life" Birthday Cards.
 - O - ffers assistance in time of need.
 - L - eads the child to church attendance
 - L - eads the family to Christ.

BROKEN-HEART SUNDAY

Valentine's Day



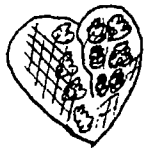
AIM

To secure 100% enrollment for Valentine Sunday and as many visitors as possible to complete the visual.

VISUAL

Prepare a large heart, with as many pieces as you have either classes or departments. This may be made:

Cardboard - covered with red paint or paper.

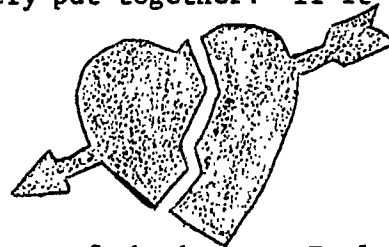


Tissue - using "chicken wire" and paper napkins. Unfold the napkin until it is flat. Lift the napkin from the center and place through the wire, allowing the napkin to fan to resemble a "rosette". Place these close enough together to cover the wire and give the illusion of a "flower-covered heart". A different color napkin may be used to "letter in" the goal for the day.

One large heart may be used for the entire school, and each class may have its own heart as well. Cut the designated heart into as many pieces as the class has pupils or the department has classes.

This visual might be displayed 1 or 2 weeks in advance to "Heart Sunday" for promotion.

If the goal is reached the heart is completely put together. If it is not the "broken heart" is displayed.



PLAN

Mail or take to the home of each member a piece of the heart. Explain to them that their attendance on Sunday may assure that the Sunday school does not have a broken heart. Solicite their promise of attendance.

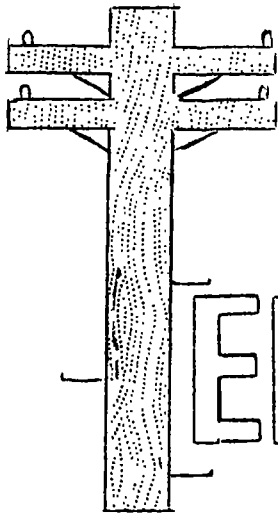
You may wish to place the name of the member on both his heart piece and the visual for his class. When he comes with his piece, place it over the space designated by his name.

WORSHIP

Use the verses about hearts - God's, sinner's, Christian's - to build the worship time. What "breaks God's heart? Are your hearts ever broken by the "things that break the heart of God?"

If this program is used for the second Sunday, tie in the missionary program.

NOTE: Several of our Foursquare Sunday schools have used this idea with great success. Lest we forget to mention one, we offer our "Thanks" to all who have conveyed their successes to us.



TELEVISITATION

By the time you have finished reading this millions of people will have talked on the telephone. Maybe you will have been interrupted by a call, too.

This little dynamic instrument commands attention. Have you ever been sitting in an office when all of a sudden the phone rings. Or you are visiting with a friend in your home, and you hear the familiar jingle. All else stops; the phone call takes over.

But, have we ever thought of using this amazing instrument to reach out for Jesus Christ? It is another "doorway" through which we can carry the Gospel.

At times churches have begun a visitation program, only to have it bog down and even eventually halt all together because workers get discouraged. And as a result, a "bad taste" is left in everyone's mouth for a while.

But, this is not to say that house-to-house visitation is not important. IT IS!! We always increase the attendance at Sunday school by inviting people. But, let us look this time at another approach to visitation--by telephone. Televisitation can revitalize the visitation program in your church.

WHAT TELEVISITATION IS

Televisitation is using the telephone for the initial introduction into the home, or place of business. Once the contact has been made, follow-up is done through letter and personal visitation.

WHEN TO USE TELEVISITATION

Televisitation can and should be used continually. Some churches may choose to make it a continual contact program for them. Or individuals in the church may use it personally as their "doorway to evangelism" and find it an effective way to channel people to Christ and to the church.

1. *Pre-Easter* - make it the contact approach to the pre-Easter outreach.
2. *Post-Easter* - use it to follow-up those who visited your church on Easter.
3. *Monthly* - set aside a day each month when televisits are made.

PLAN FOR TELEVISITATION

Use the following check list to guide your planning. Add additional items as your local needs dictate.

- Order necessary materials. (See order blank for guidance.)
- Develop workers' conference program. Make visuals; prepare discussion.
- Prepare contact forms for records. (See sample below.)
- Personally contact persons for involvement. (Make a list to work from.)
- Schedule and prepare training meetings. (Two or more)
- Schedule days for televisitation.
- Assign writing of follow-up letters.
- Schedule time for follow-up.
- Secure follow-up visitors.



Televisitation Contact	
Name _____	Phone _____
Address _____	Zip _____
Comment (record any response that can be used for follow-up)	
Letter sent (date) _____	Home visit (date) _____
Response _____	

A Contact Card need not be filled in for each call made, but should be completed when any type of positive response is received. Of course, information is readily available from the phone book. It is well to make this card in duplicate; one for permanent file, one for the visitor to use.

INTRODUCING TELEVISITATION

Workers' Conference

Preparation

Send the "Televisit for Christ" booklets, one to each person who is to attend the meeting. Ask them to read them before coming to the conference. (This could be sent with your reminder of the meeting.)



Discussion

Using the outline following, as suggested for the pastor, encourage open discussion. The following questions may serve to guide you.

1. Give incidents when God spoke to the world.
2. What evidence do we have that God wrote to the world?
3. How did God come to the world?
4. Does this seem like a good step-by-step approach?
5. Does it seem like a good system for our church to use?
6. Honestly, before God, are there any good reasons why we cannot try it?

In addition to the following, plan to play Side I of the televisitation record. (If the church cannot secure this record, the leader should present a challenge about televisits from the material in the booklet.)

Sermon Suggestion

From pages 11 and 12 of the "Televisit for Christ" booklet, use the three points of God's approach to man.

- I. God spoke to the world
- II. God wrote to the world
- III. God came to the world

Word-card visuals may be used with this to illustrate each point.

At the close of the message, the pastor may wish to introduce the proposed plan for televisitation to the congregation, inviting all who wish to participate to the forthcoming meeting.

Planning

While you will have already made preliminary plans for this pre-Easter outreach, allow discussion and firming of these plans with your workers tonight. Do not allow much time to be wasted with "detail talking."

1. Set dates for this.
2. Discuss involving people in televisitation.
3. Set meeting times for training.

Explain in detail the televisitation program and how it can work in your church. If you cannot lease the special directory from the local phone company, use your own book and concentrate on the numbers that have the same prefix as your church, which generally means they are in your immediate location.

Remember: Plan to phone only the number that you plan to follow-up. Don't scatter seed you never intend to harvest. God will hold us responsible.

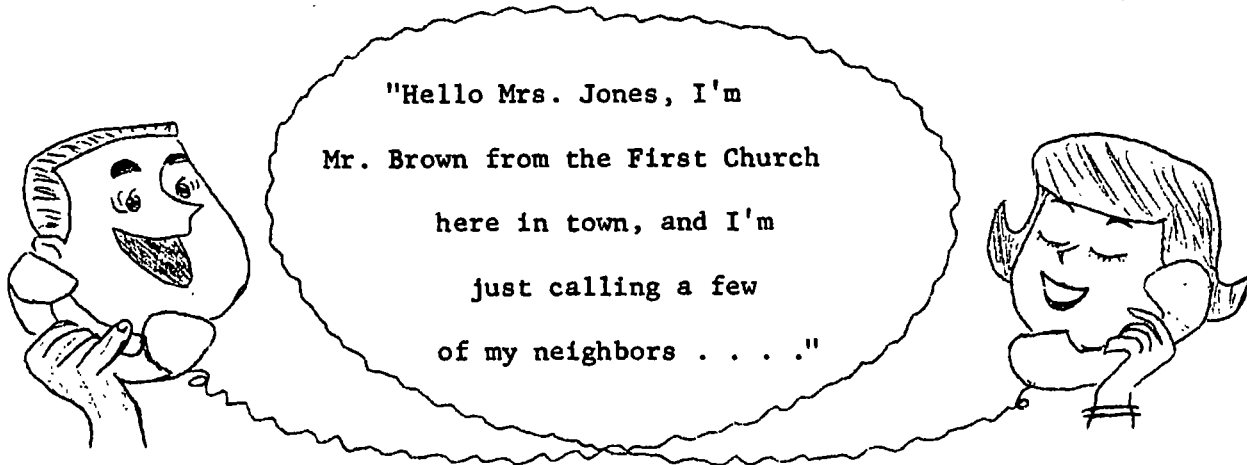


Involvement

You may add theme, or gadgetry, or any number of items for incentive for involvement here. But, the best approach is a challenge on a high spiritual plane. The realization that men and women in the community are lost and that your church has the Good News which will bring life and hope should serve as a basis for motivation. Televisitation has as its basis just such a challenge. Use it. Remember, God will ask "why", not "what".

Follow-through

Assign definite responsibilities to definite people. Planning just doesn't happen. Whoever is to lead this outreach should have the appropriate tools and authority to work the plan. Require accounting to the superintendent, DCE, or pastor, as to progress, etc.





TIPS
FOR
TELEPHONE
CONTACTS

1. Tips for Telephone Callers. Consider the following in training your callers:
 - a. Before dialing, consider whom you are calling, what results you expect to achieve, and what you are offering to get this result.
 - b. Put yourself in the other person's place. How would you like to be approached if you received a phone call from someone you didn't know or didn't know well. "Do for others as you'd like to have done for you."
 - c. Identify yourself immediately. Don't just say, "I'm from the church."
 - d. Before dialing, plan certain steps in your conversation (jot them down), which will make it smooth, free from embarrassment and confusion.
 - e. Above everything else, just be your own friendly self! You need them; they need you.
2. "Ring-Around". See if you can telephone a perfect chain without its being broken. One person calls another to invite him to class, giving the names of those previously called. He is to think of someone else to call. The object is to see how long you can continuously call--and who has to give up, not knowing who else to call.

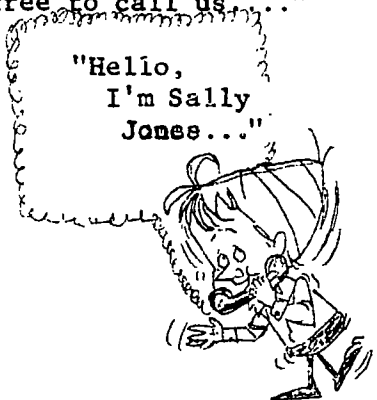
Or, use this method when passing announcement. Each person has been assigned another person to contact, who in turn will call "their person", until the last person calls the person with whom the message began.

3. Training the children. Don't count on having telephone "visitors" in a few years unless you train the children in your church. Choose two Sundays and give each class member, from the junior classes up, a couple cards with names, addresses, and telephone numbers of those their own age who have been or could be in their class. It wouldn't hurt to add a few irregulars to the list.

Write out for each caller the information which you wish them to give, and go over it with them (perhaps in the Sunday school opening). It is fine if one person receives more than one call, but no more than three in a week.

Ask for a report from each caller next week.

4. Another approach. "Hello, I'm _____ and (pastor, DCE, teacher's name) asked me to call you. We missed you in Sunday school for the last several weeks..." And "We are interested in ministering to you, and want you to feel free to call us..."



"Hello,
I'm Sally
Jones..."

TIPS
FOR
VISITATION

1. Visitation Booklet. One of the finest tools for visitation--a real conversation piece, too, for the timid--is the booklet suggested in the Visitation Manual. Make it and use it. Make several and have them available for all callers.
2. Letter approach. Sometimes we wish we had spoken to a friend or acquaintance about the Lord, but failed to do so. Here is an idea to help in this situation. Write them a letter, somewhat as follows. Many variations may be used.

Dear _____

When we talked during the game, I never seemed to get around to the important subject. My church really does mean a lot to me, and I would like for you and your wife to get acquainted with our pastor. May I bring him for a chat next Tuesday night?

3. Visitation Report Slips. Each teacher has a card which hangs from a hook attached to a board. When the teacher returns his Visitation Report Slip it is hung over the card, and covers the words, "NO REPORT AS YET THIS WEEK." The superintendent can tell at a glance who has not turned in his slip, and when placed in an obvious place, so can the other Sunday school members.
4. Televisitation. Telephone contact for initial visitation. See materials especially prepared for this.
5. Train them young. Teachers should take their class members visiting with them. Even kindergarteners can "visit," and while they chat with the other 5-year old, the teacher and parents may visit. Using this method, we can train our pupils to be visitors, too. And it enables the teacher to become better acquainted with the pupil who is visiting with her.
6. Co-op Visiting. The teacher might explain to the class that he needs help in visiting those who are absent, ill, or irregular in attendance. Ask for volunteers. Assign each volunteer one absentee or new visitor to contact by phone or home call during the coming week. If only one volunteers, use him. This does not eliminate the responsibility for the teacher, however.

At the next class session, check to see if the volunteer carried out his assignment. If fellow students visit and invite visitors and classmates, they are made to feel that they are really wanted.

7. Visitation Values. Ask all those in a morning worship service who were first brought to church by an invitation from a friend or church member to stand. In turn, ask those who were brought by newspaper advertising, or other forms of publicity to indicate it. Weight the effectiveness of each method. Most probably, the personal contact will far outweigh the other contacts in percentage of effectiveness.

Ask the Holy Spirit to challenge hearts. Common sense tells us to use the most effective means--the personal visitation. Do not merely challenge; provide an avenue of visitation for acceptance of this challenge. It may mean training first.