

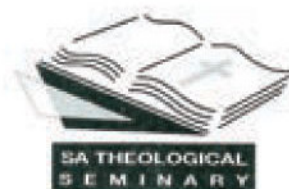
CROSSROADS

the way to live and lead



leader guide |

Course material by



Bible-based, Christ-centred, Spirit-led

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CROSSROADS Leader's Guide

1. Introduction.

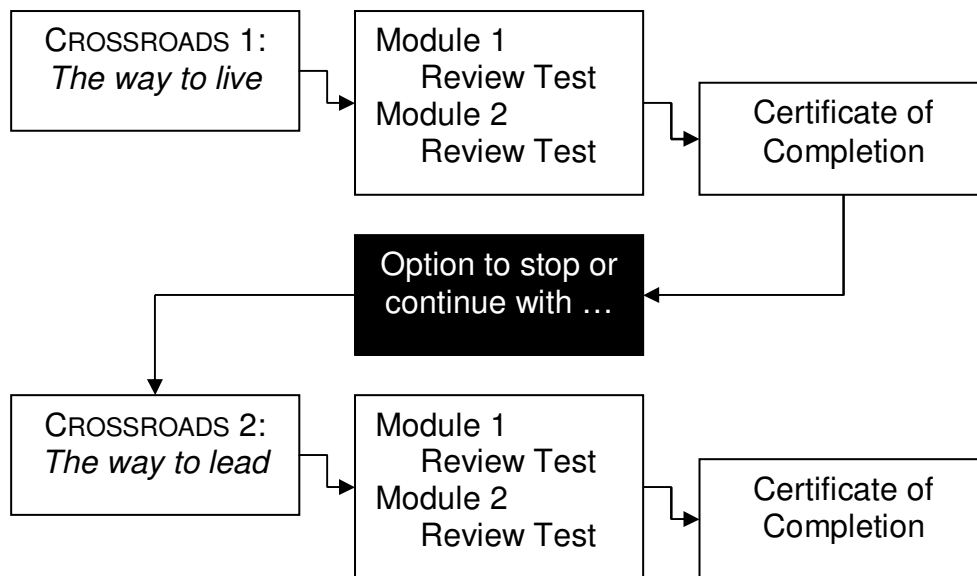
We are delighted that you have decided to invest your time and energy into running CROSSROADS in your local church. This leader's manual will give you a basic outline of how to implement CROSSROADS. Remember, your church context is unique and different. Therefore, don't be a slave to the manual, but rather use it as a guideline to assist and support you. We trust that this leader's guide will aid you in the task of equipping Christians for life and for leadership.

1.1 CROSSROADS at a Glance

CROSSROADS is a resource tool to help local churches run an in-house discipleship and leadership training school. CROSSROADS consists of two tracks:

- **Track 1: *The Way to Live*.** This track seeks to equip all Christians with the knowledge, skills and character need to live solid, fruitful lives for Christ.
- **Track 2: *The Way to Lead*.** This track is for those believers who, having completed track 1, wish to equip themselves to become leaders in the church. It focuses on the knowledge, skills and character required to be a leader.

CROSSROADS 1: <i>the way to live</i>	CROSSROADS 2: <i>the way to lead</i>
<p>Module 1</p> <ul style="list-style-type: none"> ▪ Growing in God ▪ Grounded in God ▪ Reflecting Jesus ▪ Jesus ▪ Spiritual gifts: use & abuse <p>Module 2</p> <ul style="list-style-type: none"> ▪ Trusting your Guide ▪ One God, three Persons ▪ The Mission of God 1 ▪ Your role in God's plan ▪ Evolution: foe, faith and fiction 	<p>Module 1</p> <ul style="list-style-type: none"> ▪ The Way of Love ▪ The Mission of God 2 ▪ From Sinner to Saint ▪ Leading God's way <p>Module 2</p> <ul style="list-style-type: none"> ▪ Mining God's Treasures ▪ Overcoming the enemy ▪ Defending your faith ▪ Ideas & their consequences
<i>Cost per student:</i> R 345.00	<i>Cost per student:</i> R 345.00



As the diagram shows, a student may stop at the end of track 1 (usually after 1-year part-time), at which point he/she will receive a certificate of completion. However, he/she would also have the option to continue with Track 2, which focuses on leadership. At the end of Track 2, he/she receives another certificate of completion.

1.2 Resource CD's

The CROSSROADS programme provides two resource CD's, one for leaders and one for students. The leader's resource is designed for the church to use. Each church needs to purchase at least one leader's resource, which contains all the materials you need to run the programme.

The leader's pack includes the following:

1. Course Materials

Course manuals	Full-text course manuals for each module in the programme.
Student handouts	Abbreviated point-form notes based on the lesson presentations on which students fill in the missing words.
Lesson presentations	Detailed PowerPoint presentations covering each lesson in the curriculum. The course teachers can present the entire course by running and explaining the lesson presentations.
Tests and memos	Review tests, one for each module of the programme, together with a memoranda.

2. Promotional Tools

- Brochure** A brochure you can customise and distribute to potential students.
- Presentation** A PowerPoint presentation you can run in your church service to market the programme.

3. Administrative Aids

- Application form** An application form you can use to enrol students in your school. The application should not be sent to SATS; it is purely for your internal usage.
- Attendance register** An attendance register, to distribute each week to keep track of class attendance.
- Enrolment list** An Excel spreadsheet on which you fill in the names and contact details of all the students who enrol in the programme. This spreadsheet is forwarded to SATS as the official list of students enrolling for CROSSROADS.

4. Extra's

- e-Sword** e-Sword is the best free Bible software programme available, including a host of Bibles, dictionaries, commentaries and other resources. We have downloaded the full programme for you and included it for you.

- Open Office** Open Office is the open source alternative to Microsoft Office. We have downloaded the latest version of Open Office and added it to the CROSSROADS resource pack.

Access to online materials:

All facilitators and students enrolled in CROSSROADS will receive free membership of www.christianlounge.com, a website with over 9000 Christian links and resources. They will also have access to EBSCOhost, the largest platform of theological journal articles in the world.

The student resource includes most of the course materials and the extra's: course materials, student handouts, lesson presentations, e-Sword and access to online materials

2. Purpose of CROSSROADS

Jeremiah 6:16. This is what the Lord says: “Stand at the *crossroads* and look; ask for the ancient paths, ask where the good way is, and walk in it and you will find rest for your soul.”

Many Christians today stand at a CROSSROADS—defeated without purpose, and lacking basic Christian foundations. There is a need for churches to get back to the cross and onto a road that grounds people in the Word and equips them for ministry. Few pastors, however, have the time and resources to compile a high quality training programme their church can use to equip their members for life and service.

CROSSROADS is designed to meet this need. It aims to help local churches to equip their members for Christian life and service. By providing a complete discipleship and training programme, CROSSROADS will assist the local church to produce well-rounded Christian disciples, workers and leaders.

The goal of CROSSROADS is that it will provide a resource to assist in the planting of local church bible schools that will equip Christians with a solid grounding in Bible knowledge, a firm commitment to godly living and a practical mastery of ministry skills.

3. Benefits of CROSSROADS

3.1 CROSSROADS is local church based

SATS believes the local church is the seedbed for education and training. Instead of taking people out of the church, SATS seeks to provide them with learning and training opportunities within their local church family. CROSSROADS provides a resource that enables local church members to train in-house.

We have tried to keep the course material quite generic and versatile, so as to serve the needs of a wide variety of different churches. We steer clear of the most divisive issues and we are not prescriptive about practical things that differ from church to church (e.g., how to run a cell group). As a leader, please feel free to enrich the CROSSROADS materials by adding personal perspectives or by addressing your church’s views at appropriate points.

3.2 CROSSROADS equips believers

CROSSROADS is a rigorous and challenging programme. Those who complete it will be well equipped to function within the local church. The material is practical and, because the programme is run by the local church, students are easily able to apply what they learn in their local church context. The lessons themselves can and should be taught in such a way to encourage students

to participate actively, interacting with their teacher and their classmates in such a way that they wrestle with implications of the truths they are learning.

3.3 CROSSROADS leads into accredited qualifications

Although CROSSROADS is not designed to be an accredited, tertiary programme, once students have completed it, they might consider enrolling for a Certificate, Diploma or Degree programme through SATS. If so, we will be able to give them 48 learning credits for the work they have covered. The credits awarded will be as follows:

CROSSROADS Track 1		CROSSROADS Track 2	
GEN1030	Basic Study Procedures	BIB1060	Bible Study Procedures
GCS1030	Christian Foundations	CYM1062	Leading with Purpose
GCS1060	Worship and Prayer	THE1101	Intro to Systematic Theology
GCS1080	Ministering in the Power of the Holy spirit		
Total	24credits	Total	24 credits

4. Preparation for CROSSROADS

Once you have purchased CROSSROADS, you will have in your hands a comprehensive resource to start a discipleship training centre in your local church. To help you make the most of this resource, we suggest you follow these steps in the early preparation for launching CROSSROADS in your church.

It is the responsibility of each local church to promote and market CROSSROADS. Good content does not guarantee that a programme will succeed. Effective planning and promotion are essential. You need to communicate clearly and well in advance. We suggest you use the following task list as a guideline for your planning and promotion of CROSSROADS.

Task 1 Secure buy-in from your leadership team.

If you are the pastor of the church, spend time with your group sharing the vision and purpose of CROSSROADS. If you are not the pastor, you need to secure the support of the senior leadership of the church before you move any further.

Task 2 Provisionally decide on the logistics.

Once there is agreement that the church will launch CROSSROADS, discuss the best start date, venue and time of the course. The suggested way to run CROSSROADS is by following a school calendar (see the example CROSSROADS academic year), but you can adapt the way you run it to suit your church's needs.

Task 3 Establish the payment structure.

How much will your church charge your students for the programme? How will this money be paid? Your finance committee may need to do a cost analysis bearing in mind all the costs the church will incur, such as printing, venues, teachers, etc. (See the section below on finances for more details.)

Task 4 Create awareness and excitement in the church.

Once you have nailed down some of these initial details, begin to inform the church that you will soon be launching of the CROSSROADS Bible School. The CROSSROADS leader's pack includes a poster that you can put up in the church and a flier that you can distribute to your members. They are designed so that you can add the details that are particular to the CROSSROADS programme in your church. The goal at this stage is that people will become aware that the church will be running the CROSSROADS Bible School and to create an atmosphere where CROSSROADS becomes the buzzword in your church.

Task 5 Actively promote the programme to your members.

At this point your communication needs to become focussed and specific. Clearly convey the following details to the church:

- ✓ What is the aim of the course?
- ✓ Who is the course for?
- ✓ Where will the course take place?
- ✓ When will the course take place?
- ✓ How much does it cost?

On the CD, we have provided a promotional PowerPoint presentation and an application form. We recommend that you show the CROSSROADS promotional presentation during your Sunday announcements. Arrange for someone to man a table after the service where people can ask questions, get application forms and enrol for the programme. If you have small groups in your church, they can also be used to promote CROSSROADS.

Task 6 Register students and order their materials

You need to register each student with SATS and order a course CD for him/her. Therefore, you will need to secure students' commitment CROSSROADS at least two weeks in advance of the first class.

When you have a list of students, contact the seminary to enrol the group. We need a list of names and basic contact details.

Use the Excel spreadsheet provided for this purpose on the Leader's Resource CD. As soon as the registration fee has been paid, we will send you a student resource CD for each registered student.

To minimise the time delays, you can order via email (barbara@sats.edu.za). We will process your order within two working days, but unless you are able to collect the materials from our Johannesburg offices, you will need to allow time for postage. Overseas postage will require re-imbusement.

Task 7 Final preparations

In this last period before the launch of CROSSROADS, there will be a number of areas that will require some attention.

- **Late enrolments.** There are often students who wish to enrol at the last minute. We suggest you enrol them as a batch one week *after the first class session*. This allows people to attend the first evening to get a feel for the programme. This means they will only receive their student CD a couple of weeks late, but at least they can join the course. When you are ready to enrol them, simply follow the normal registration procedure.
- **Printing and packaging.** Each student's resource CD will include both full-text course manuals and brief student handouts. Some churches choose to print (and bind) one or both of these collections for their students. If you have the printing facilities, prepare the manuals well in advance. Depending on your budget, you may also wish to either bind the books or prepare files for the students. Attempt to make the booklets as presentable as possible. You are of course, welcome to charge your students for printing costs incurred.
- **Focus Sunday.** Finally, we suggest that you have one Sunday in this period, possibly the Sunday before the programme starts, where you focus on CROSSROADS. Base your service around the theme of discipleship and equipping members for the work of the ministry. Pray for the people involved and for the students.

Planning Checklist

Task	Time	Tick
Spoken to leadership team	12 weeks	
Conduct a cost analysis	11 weeks	

Confirmed dates, venue and time	10 weeks	
Begin preliminary marketing (brochures)	8-10 weeks	
Intensify marketing and promotion	5-8 weeks	
Enrol students and order material from SATS	3-4 weeks	
Focus a Sunday service on Crossroads	1-2 weeks	
Print manuals and distribute student resource packs	1-2 weeks	
Register late students	after launch	

5. Finances

5.1 The Leader Resource

In order to run Crossroads, a church needs to purchase a Leader's Resource. The leader's CD costs R320. Naturally, the church is welcome to purchase more than one copy, but to cut the up-front costs to the church SATS gives the church permission to provide each leader or teacher with a copy of the materials he/she needs (e.g. notes, handouts, presentations). Please note that copyright exists on the Crossroads materials and that no additional copies may be made without written permission from SATS.

5.2 The Student Resource

SATS charges R345 per track for each student who enrolls in CROSSROADS. The church is responsible to collect this money and make the payment to the Seminary. The payment should be accompanied by a list of students who have enrolled (as described under Task 6 above). As soon as we receive the payment and the list of student names, we shall send the appropriate number of student resource CD's to the church—one for each student. The church is then responsible to distribute these to the students. SATS' banking details are provided below.

5.3 The Church's Charges

Your church is free to charge your students whatever fees you deem appropriate. Even if the church does not intend to make a profit on the Bible school, you will incur costs for administration (telephone, postage), printing, venues and honorariums for teachers, etc. Therefore, you should calculate the expense of the programme and charge enough to cover your costs. If the church wishes to make a profit from CROSSROADS to supplement its other ministries, you are welcome to do so.

Your students never pay SATS directly. They pay you a fee for the programme and, out of that fee, you pay SATS R345 per track. If, for example, you charged your students R845 per track, the church would keep

R500. You need to be the judge of what constitute a fair price for your students.

5.4 SATS Banking Details

All payments to SATS can be made to the following account:

Account Name:	SA Theological Seminary
Bank:	First National Bank
Account No:	51321182366
Branch:	Fourways Mall
Branch code:	251655
Swift Address:	FIRNZAJJ635

Please make sure to fax or e-mail a detailed confirmation of every payment!

Payments can also be made online: go to www.sats.edu.za, click on “enrolment” and then “online payment.” Follow instructions from there. Please ensure you have your invoice from SATS before paying as you need to use the reference number.

6. The CROSSROADS Curriculum

The curriculum is the heart of CROSSROADS. In this section of this manual we will briefly survey the content of the curriculum, the rationale behind it and some tips about how to run it.

6.1 CROSSROADS Tracks

The CROSSROADS materials are primarily designed to be used by a local church in a one-night per week Bible school format. Used in this format, CROSSROADS offers a one-year (Track 1) and a two-year programme (Track 2). Since CROSSROADS is designed to be run in the local church to equip believers for life and service in the church, the curriculum is designed to equip them for Christian life and service.

- Track 1 (1st year) The way to live
- Track 2 (2nd year) The way to lead

Track 1 of CROSSROADS is geared towards all Christians. It offers advanced discipleship training for ordinary Christians, seeking to lay sound biblical foundations for Christian living. CROSSROADS 1 certainly conveys a good deal of Bible knowledge, but its real focus is on spiritual formation and character development.

Track 2 of CROSSROADS, by contrast, is aimed at leaders in the church. It is pitched at a more advanced level, teaching ministry skills and engaging students in leadership oriented discussions. CROSSROADS 2 is well-suited to

Sunday school teachers, youth leaders, cell leaders and even elders or pastors.

All students must complete CROSSROADS 1 before they may enrol for CROSSROADS 2. However, many will only wish to do CROSSROADS 1. Therefore, we have set up CROSSROADS 1 as a self-contained programme. Students who feel they have learned what they needed to learn can finish at the end of the Track 1 and receive a certificate of completion for their achievements, while those who wish to go deeper can continue with Track 2.

6.2 CROSSROADS 1: The way to LIVE

The Crossroads 1 curriculum is designed to lay solid biblical foundations in Christians' lives. The objective is to ground them solidly in their faith so that they will be well-grounded, well-adjusted members of the church family.

Track 1 consists of 10 subjects. These subjects have been grouped into two modules. Below is a description of the subjects in each module with a suggested indication of how many 1-hour lessons each one needs. The suggested number of lessons is somewhat flexible; you can take longer or shorter times depending on how fast you choose to cover the material.

a) Module 1

Growing in God

±6-8 lessons

The goal of discipleship is for each believer to grow from being a dependent spiritual infant to being an independent spiritual adult. However, spiritual growth is not automatic. This module will help you develop good habits that produce spiritual growth. The topics covered are:

- 1) Assurance of salvation
- 2) Bible reading
- 3) Communion with God (prayer)
- 4) Fellowship, witnessing, giving and serving

Grounded in God

±6 lessons

God will not permit you to “leave the elementary teachings about Christ” and “go on to maturity” until you have laid solid foundations for growth. Hebrews 6:1-3 lists six foundational teachings that must be solidly laid in your life as a platform for healthy growth. We work through each of these six doctrines so that you can get them set once and for all and move on to maturity.

- 1) Repentance
- 2) Faith
- 3) Baptisms
- 4) Laying hands

- 5) Resurrection
- 6) Judgement

Reflecting Jesus

±5-7 lessons

You will study the process of character development by studying the fruit of the Spirit. Our main objective is to help you realise that fruit grows naturally when the tree is healthy. We make ourselves into healthy trees by “remaining in Christ,” that is, by maintaining a living relationship with Jesus Christ. This course will set you free from a cycle of constant guilt and failure and set you on the road to righteousness.

- 1) Love: the essence of Christian character
- 2) Love explained
- 3) Love experienced
- 4) Love expressed
- 5) Love empowers

Jesus: His Life and Legacy

±6-8 lessons

In keeping with one of our major objectives, empowering you to read, understand and apply the Bible for yourself, we survey the historical and cultural background of the New Testament, the life of Christ, the four gospels and the book of Acts. By the end of this course, you will not only have a working knowledge of the major themes of the gospels and the book of Acts, but also fresh desire to read them for yourself.

- 1) The times of Christ
- 2) The life of Christ
- 3) The book of Acts
- 4) The life of Paul

Spiritual Gifts: Use and abuse

±4 lessons

God has called every believer to serve him and placed within us the abilities we need to fulfil his calling. In this course we briefly survey the three major categories of spiritual gifts, namely, gifts of the Spirit, motivational gifts and ministry gifts. This course will help you develop a hunger for spiritual gifts, identify your gifts and understand the principles that guide their proper use in the body of Christ.

- 1) Introduction to spiritual gifts
- 2) The manifestation gifts
- 3) The motivational gifts
- 4) The ministry gifts

b) Module 2***One God, Three persons*****8 lessons**

Christian doctrine is the quest for a biblical understanding about God, man and the relationship between them. The most important areas deal with understanding God and salvation. A biblical picture of God is essential to a healthy relationship with him. This course will help you develop a biblical picture of God by learning what the Bible teaches about God, Christ and the Holy Spirit.

- 1) The greatness of God
- 2) The goodness of God
- 3) The triunity of God
- 4) The works of God
- 5) The person of Christ
- 6) The work of Christ
- 7) The person of the Holy Spirit
- 8) The work of the Holy Spirit

The Mission of God 1**±6-8 lessons**

Do you find the Old Testament a strange, mysterious book? Do you find that except for Psalm, Proverbs and a few great stories, you tend to avoid the Old Testament? This short course will revolutionise the way you view the Old Testament. You will learn how the Old Testament unfolds *the mission of God* to redeem all nations. As you see the big picture, the pages of the Old Testament will take on new life for you.

- 1) Overview of the Old Testament
- 2) The origin of the nations
- 3) The election of one nation
- 4) The formation of the nation

Your role in God's Plan**±4 lessons**

What is God's plan for your life? This is a question every Christian ponders on throughout their life. Unfortunately, they usually have little idea of how to find the answer. Usually they ask altogether the wrong questions. This course will introduce you to some keys that will help you discover the plan of God for your life.

- 1) God's plan for the cosmos
- 2) God's plan for the church
- 3) God's plan for the Christian (you)

Trusting Your Guide**4 lessons**

What is the nature of true faith in God and how can we maintain it in the face of trials and troubles that undermine our trust in the Lord? In

this course, you will learn what faith is and how to develop your faith in the Lord.

Evolution: Foe, Faith and Fiction

±5-6 lessons

The creation account in Genesis 1-3 is the bedrock of the entire Bible, the foundation of our faith. The theory of evolution strikes at the heart of God's Word, because if the foundation crumbles the whole building collapses. This course will do wonders to reassure you of the truth of the Bible and give you an easy yet effective way of sharing your faith.

- 1) Is evolution friend or foe?
- 2) Is evolution fact or faith?
- 3) Is evolution fact or fiction?

6.3 CROSSROADS 2: The way to LEAD

The Crossroads 2 curriculum is aimed at Christians who wish to become leaders in their local churches. The goals of this track are to convey the knowledge, impart the skills and nurture the character needed to be an effective leader, serving Jesus Christ in your local church. In depth and difficulty, the Track 2 takes a step up from Track 1.

Track 2 consists of 8 subjects. These subjects have also been divided into two modules. Below is a description of the subjects in each module with a suggested indication of how many 1-hour lessons each one needs. The suggested number of lessons is somewhat flexible; you can take longer or shorter times depending on how fast you choose to cover the material.

a) Module 3

The Way of Love

±8 lessons

The world is in a moral crisis and the church has lost its ethical convictions. We need to regain Biblical convictions about what is right and wrong so that we can be God's light in a dark world. In this course, you will wrestle with the Biblical view on the most important ethical issues.

- 1) Foundational principle: law or love?
- 2) The 10 commandments
- 3) The sanctity of worship: Creator or creation?
- 4) The sanctity of work: diligent or dissident?
- 5) The sanctity of sexuality: purity or perversity?
- 6) The sanctity of life: life or death?
- 7) The sanctity of property: greedy or grateful?
- 8) The sanctity of truth: trick or truth?

The Mission of God 2***±6 lessons***

We continue the exciting journey through the mission of God as it unfolds in the Old Testament. In this course, we look at the next five periods of the Old Testament:

- 1) The possession of the nation
- 2) The glorification of the nation
- 3) The deterioration of the nation
- 4) The destruction of the nation
- 5) The restoration of the nation

Leading His People His Way***±6-8 lessons***

Leadership is universally acknowledged as the single biggest key to the success of any organisation and the single greatest need in every organisation. This is especially true of the church. The key to building a healthy, growing church is to develop godly leaders at all levels of church life from small group leaders to pastoral staff. The goal of this subject is to lay a foundation for leadership development. It will probe some of the fundamental issues of Christian leadership, such as servanthood, power and authority, faithfulness, and discipline.

- 1) Leadership
- 2) Servanthood
- 3) Power and authority
- 4) Faithfulness
- 5) Mentoring
- 6) Discipline

From Sinner to Saint***±8 lessons***

Here, we turn our attention to man, sin and salvation. You will learn about the origin, nature and immortality of man. You will study the existence, explanation, extent and effects of sin. Finally, you will analyse the doctrines of election, conversion, justification, regeneration, sanctification and glorification.

- 1) The doctrine of man
- 2) The doctrine of sin
- 3) The doctrine of salvation

b) Module 4***Mining God's Treasures******±8 lessons***

How well you interpret the Bible largely determines how you live and lead. We study how to use seven levels of context to interpret the Bible soundly.

Overcoming the Enemy***±6-8 lessons***

As Christians, we have an enemy and we are in a war, unbiblical teachings about spiritual warfare have run wild in recent times. In this course we analyse what the Bible clearly reveals about our adversary and our fight against him.

- 1) Know your adversary
- 2) Know your authority
- 3) Know your armour
- 4) Know your arsenal

Defending the Faith***±4-6 lessons***

The Bible says we must always be ready give an explanation for our Christian hope (1 Peter 3:15). Christian leaders, in particular, need to be able to give a reason for their faith and to provide answers some important questions. In this course, we look at four of the most important questions we need to be able to answer.

- 1) The existence of God
- 2) The deity of Christ
- 3) The resurrection of Christ
- 4) The problem of evil

Ideas and their Consequences***±6 lessons***

Ideas have consequences. What people believe determines how they live. This holds true whether or not they are Christians. Before we can influence our world, we must understand the world in which we live. In this course we explore three worldviews—Christian, Western and African.

- 1) Why should I study worldviews?
- 2) How do I construct a worldview?
- 3) What is the Christian worldview?
- 4) What is the Western worldview?
- 5) What is the African worldview?

7. Logistics of CROSSROADS**7.1 Weekly Format**

The most common way to run CROSSROADS is as a weekly Bible school. Students are required to attend class one night per week. A normal academic year would follow the school terms and consist of somewhere between 30 and 35 weeks, two of which are set aside for exam purposes. The material is set up in such a way that it could be covered in 30 weeks, although it could easily be stretched to 40 weeks. We have not provided you with a recommended

timetable because you need to decide on that in a way that suites your students.

CROSSROADS can be run in formats other than a weekly format. For example, if you had a full-time group of students, you could probably cover the entire curriculum in 3 months. Alternatively, if you wanted to run in one weekend a month and spend 8 hours on it over that period, it could easily be adapted to suit that format. However, since most will run it in a weekly format, the remainder of our discussion here will assume a one night per week Bible school setting.

7.2 Format of a Crossroads Class

Depending on whether or not you wish to build in a time of praise and worship, a standard Crossroads evening should last either 2 or 2½ hours. The actual evening consists of two lessons of about 50 minutes each, with a suggested tea/coffee break in the middle. If there was no praise and worship, a standard evening might look like this:

19h00 to 19h10	Arrival and welcome
19h10 to 20h00	Lesson 1
20h00 to 20h10	Break: tea and coffee
20h10 to 21h00	Lesson 2

We have found that people struggle to concentrate longer than 50minutes at a time, especially after a full day at work. It is advisable to make the second lesson as interactive as possible to prevent students from losing concentration.

7.3 Opening Night of CROSSROADS

The first night of the programme is very important. The first lesson should be devoted to welcoming students and introducing them to the Crossroads concept, explaining how it will work. The first session should include:

1. Welcome the students and make them feel relaxed and comfortable. Open in a word of prayer.
2. Explain the purpose of CROSSROADS and help the students to clarify their expectations.
 - a. Share your goals and vision for the year ahead. Relate this to Scripture and to the discipleship training strategy of the church.
 - b. Challenge students to be clear in their own hearts about why they are attending CROSSROADS. It is important that, from the beginning, you help students to take responsibility for their growth journey. Challenge to be active contributors to the sessions. Perhaps you could ask them, on the first night, to write

down why they are attending the CROSSROADS and what they hope to get out of the experience.

3. Explain the administrative procedures that the students need to know.
 - a. Orient the students to the content of their CROSSROADS student resource pack. Emphasise the fact that it is great value for money.
 - b. Give an overview of the CROSSROADS curriculum. Hand out timetables for the first semester indicating which subjects will be covered each week.
 - c. Many students fear tests. Warn them that there is a short review test at the end of each module, but put their minds at ease about it being a straightforward test.
 - d. Discuss the financial aspects of the course openly and clearly. Let them know exactly how, when and how much they need to pay for the programme.
 - e. Graduation from the course requires that students maintain a 70 percent attendance rate. Inform student that they will be asked to fill in a weekly attendance register. The leader's resource includes a template for the attendance register.
 - f. If the church will be printing and handing out any of the course materials, whether the full-text manuals or the student handouts, explain any additional costs this will involve.
 - g. TIP: We suggest that you nominate a class administrative assistant to maintain the attendance register, collect any finances and give receipts, etc.
4. Give students tips for how to get the most out of CROSSROADS.
 - a. Read through the course manuals before class and review them after class.
 - b. Participate actively in class by asking questions and sharing experiences.

After all the preliminaries, pray for God's blessing on the programme, introduce the first speaker and begin the first subject.

7.4 Student Handouts

CROSSROADS provides students with student handouts that are keyed to the PowerPoint presentations. As the lesson unfolds, the students need to fill in missing words in their notes. The missing words are clearly marked on the PowerPoint presentations.

Encourage the students to bring these handouts to class and to fill them throughout the programme. The exam they write at the end of each module will be based on these handouts.

7.5 Using the PowerPoint Presentations

CROSSROADS comes complete with PowerPoint presentations for every lesson. These are aids for the teachers to use to enrich the learning experience and to ease the pressure of preparation. If you use them properly, you will find them a great help. However, there are some pitfalls to avoid when using PowerPoint presentations to teach God's Word.

The presentations contain an outline or skeleton of the lesson content. Sometimes they include helpful extras, such as diagrams, illustrations, powerful quotes or questions for discussion. Here are some tips for using them.

- Resist the temptation to simply run through the presentation and read each slide. If you do this, you will bore your students to death.
- As the teacher, you need to bring the material, including the presentations, alive. Enrich the presentations with your own insight and input. Pause to ask probing questions about the slides. Use them to facilitate discussion, feedback, testimonies, questions, applications, etc.
- One danger of using PowerPoint presentations is that they can hinder meaningful exploration of the issues and questions that are on the students' heart. Both teacher and students may feel that the goal of the lesson is to "cover the material." Avoid this pitfall at all costs. The students are more important than the materials. Encourage them to engage the lesson and to ask their question. If an issue surfaces that is "in the lesson," turn off the presentation and allow the Holy Spirit to minister to the class' real needs.

7.6 Review Tests

The leader's resource CD includes a review test for each module of CROSSROADS, together with a marker's memo for each test. To prevent students from gaining unauthorised access, these materials are password protected. As the leader of the programme, you will be granted access to the passwords, by contacting SATS.

To receive the certificate of completion for each CROSSROADS track, students must pass both tests for that track. The tests are not intended to be difficult. They take the form of true-false, multiple choice, matching and short questions. These questions are based entirely on the student handouts, so student can study from their class notes.

The church is responsible to mark the tests. The pass mark is 50 percent. Since CROSSROADS is a pre-tertiary programme it is not required that the markers have a theological qualification. The tests are straightforward and the markers memo will provide you with all the required information.

Once you have marked all the tests, forward a list of the students who have successfully completed the module together with their marks to the Seminary. We shall enter the marks on our database. At the end of each year, SATS will issue certificates of completion to all students who have successfully completed a track of CROSSROADS.

If a student fails the test, he/she will be permitted to write a second test. We have provided you with two different tests for each module, so in such a case you should simply give the student the alternate test.

7.7 Certificate of Completion

On successful completion of the first and second year, each student will receive a certificate jointly signed by the SA Theological Seminary and the and the host church. In order for students to obtain this certificate they must

- maintain a 70 percent attendance rate throughout the programme
- pass two tests, one at the end of each module

When the final tests have been completed for the year, send a list of the students who have met the necessary requirements to SATS. SATS will then prepare the certificates, sign them and post them to your church. You will sign them and deliver them to the students (e.g., at your graduation ceremony).

Please note that Crossroads is *not* a tertiary qualification. Although SATS is registered with the Department of Education and accredited with the Council on Higher Education for six tertiary programmes, the CROSSROADS programme is one of our pre-tertiary programmes. Therefore, although it is a high quality programme presented at a high level, it bears no credit value if taken to a tertiary institution. The certificate of completion that students receive should not be mistaken for a tertiary qualification; it is simply recognition by SATS that the student has successfully completed the CROSSROADS programme.

However, if a student wishes to pursue tertiary studies with SATS, and he/she presents his/her Crossroads certificate of completion, he/she will automatically receive 24 credits for CROSSROADS 1 or 48 credits for CROSSROADS 1 and 2. Students are welcome to contact the seminary for more information.

7.8 Ideas for Graduation

You may wish to run a graduation ceremony to honour students who have successfully completed a year of CROSSROADS. Depending on the size and style of your Crossroads school, you may wish to do this in a church service or as a formal graduation evening.

If possible, you should ask students to hire graduation gowns for the occasion. Encourage them to invite friends and family to the graduation. The graduation ceremony is an ideal opportunity to market the next intake of CROSSROADS. If students invite unsaved relatives, it can also be a good evangelistic opportunity.

The following is an outline of a graduation programme with approximate times that will assist you in putting the event together.

Sample Programme	
6:00 pm	Students arrive
6:50 pm	Guests arrive
7:00 pm	Praise and worship
7:20 pm	Dean's welcome
7:25 pm	Guest speaker
8:00 pm	Awarding of certificates
8:30 pm	Prayer for students
8:35 pm	Closing remarks
8:45 pm	Photographs and refreshments

8. CROSSROADS Philosophy of Education

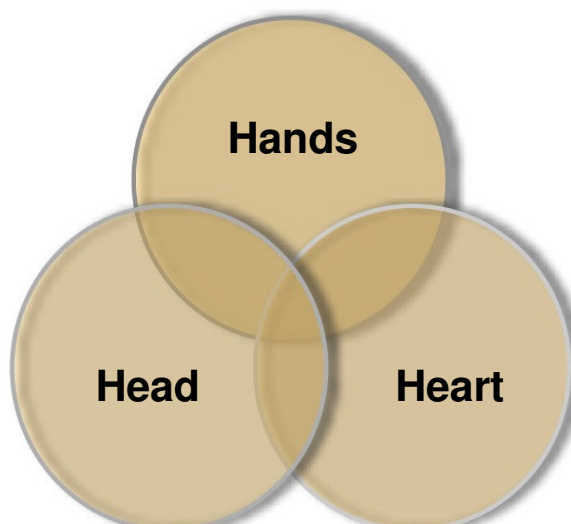
What is the key to quality training? As we see it, effective training results from combining five essential principles in one programme.

Total person
Expert teachers
Active students
Comprehensive notes
Helpful service

8.1 Total Person

The goal of Christian teaching is not to transfer information but to inspire transformation. We teach for life-change because we believe that our job is only done when every student becomes “a man of God thoroughly equipped for every good work” (Eph 4:13). We reject the model of teaching that views the student as an empty vessel to be filled with information. We embrace the model that views the student as an adventurer to be guided on a journey of discovery, growth and change.

Therefore, we aim to affect learning in **three domains**, three areas of a student's life: knowledge, skills and character. The adjacent diagram consists of



three overlapping circles, represents this philosophy. The three circles are labelled *head* for knowledge, *hands* for skills and *heart* for character.

To be fully equipped for life and service, a child of God needs balanced growth in all three dimensions. First, he must *know* the truth. A working knowledge of the Bible is essential to the Christian worker. Second, he must *live* the truth. Character determines destiny. Growth in godliness is thus also essential. Last of all, he must *use* the truth, learning the skills needed to serve God and man effectively.

The CROSSROADS course is designed to produce a healthy balance between these three domains of learning. If any of these is neglected, the result is a lopsided disciple.

8.2 Expert Teachers

We have done our best to provide you with high quality materials and teaching aids, but at the end of the day *the teacher makes or breaks the learning experience*. The teachers determine the success of CROSSROADS. Try to equip or recruit the most gifted, anointed, skilled and informed teachers possible.

CROSSROADS has tried to ease the burden of preparation by providing teachers with comprehensive notes and interesting PowerPoint presentations for each lesson. However, teachers should treat these as aids, not as substitutes for personal preparation. The teacher needs to breath life and fire into the materials. If he simply reads the notes and waffles through the slides, no life-change will occur.

8.3 Active Students

“The mind is not a vessel to be filled, but a fire to be kindled.” Students learn best when they actively interact with ideas, teachers and fellow-students. Therefore, try to avoid the lecture method of teaching in favour of interactive methods. Not only should you motivate students to prepare for class, but also encourage activities such as group discussions, class questions and obedience projects (i.e. spiritual tasks the teacher assigns for the students to do at home).

Being active in their learning experience helps students to *translate truth into life*. This is one of our core objectives. Students have not learned until they have applied truth to their own lives. CROSSROADS courses and classes are designed to emphasise application, giving it at least as much emphasis as we give information.

One danger the CROSSROADS PowerPoint slides create is that, if you don't use them correctly, they can hinder class interaction. Do not use fall into the trap of “covering the slides,” waffling through the points on the slides. Use them only as a framework. Try to spark discussions about the points on the slides. Ask questions and encourage your students to do the same.

8.4 Comprehensive Notes

Every subject comes complete with a comprehensive set of subject notes and student handouts that link with the PowerPoint presentations. The notes are not copious amounts of information for students to regurgitate in tests. Instead, they are a resource to enable the students to prepare for class and to review what they learned after class. We believe the class time should be devoted to applying the Word of God, not to wading through large amounts of information. The notes provide extra information that may or may not be covered in class, serving as a tool for further research.

8.5 Helpful Service

It should be your goal to provide excellent personal service to all students. Every student who enrolls in CROSSROADS becomes part of a continual process of spiritual input. Attempt to keep in constant communication with students, keeping every student informed and doing little extras to add value to the educational process. Efficient organization, quick administration and personal service all keep each student vitally involved throughout the year.

9. Conclusion

We at the Seminary wish you all the best as you start this wonderful journey through CROSSROADS and pray that God the Holy Spirit will empower you for the task ahead. Please don't hesitate to contact the Seminary if we can assist you in any way, either by telephone (+27 11 234-4440) or by e-mail (barbara@sats.edu.za).