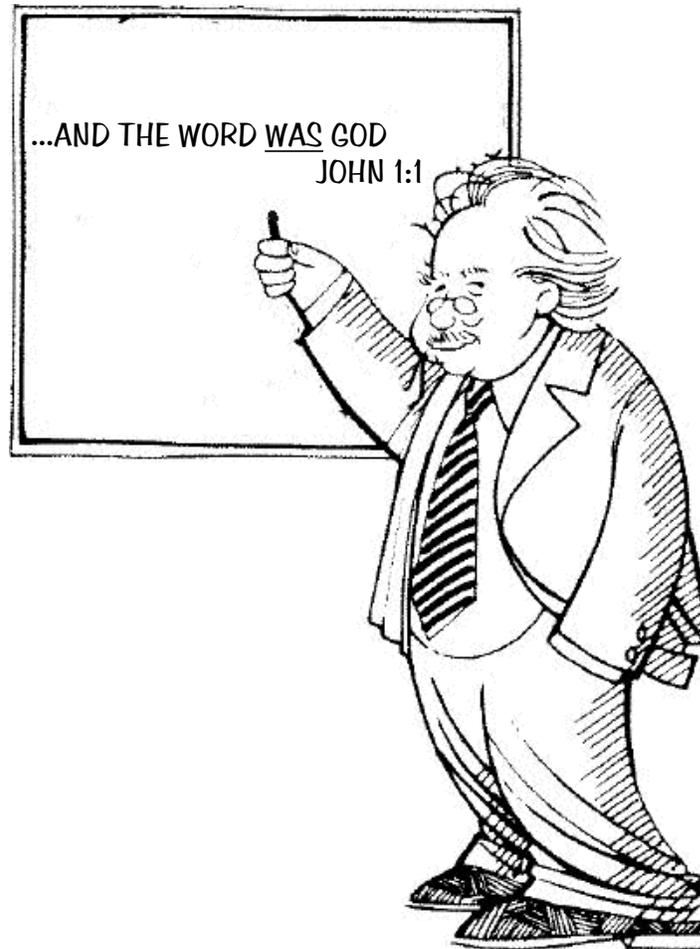


# Preparing to Teach



"Preach the word! Be ready in season and out of season.  
Convince, rebuke, exhort, with all longsuffering and teaching."  
2 Timothy 4:2

# SUNDAY SCHOOL LESSON PREPARATION

A practice-proven method of spiritual preparation for the conscientious Sunday School teacher that will result in young lives being saved and filled with love and knowledge of Jesus Christ. Time requirements are approximately 30 minutes each day. It is recommended that your Sunday School material preparation time and your daily Bible reading time would be combined, as it will give you a working knowledge of the material. It will also add fire and passion to your lesson delivery, having first hand experience with the Holy Spirit's revelation in your own heart on the given passage.

## MONDAY

First Step: Pray and ask direction from God. Open curriculum, find scripture text and close it. Open bible and read your lesson quickly. Read it again slowly. Ask God to show you the most important truths. Record your first impressions. Think about your lesson during the day.

## TUESDAY

Second Step: PRAY. Gather information, bible encyclopedias and Halley's Bible Handbook, Etc. Ask who, what, where, when, why, & how.

## WEDNESDAY

Third Step: PRAY. Ask God to give you the same thoughts and impressions that everyone in the story had. Place yourself in their shoes. What do you see? Think? Feel? Find the relationship between characters. Develop your theme and an outline. Think about your story during the day.

## THURSDAY

Fourth Step: PRAY. Don't study at all! Meditate! Ask God to show you creative ways to present the account to your students. Remember to think the way they think. Pray and be silent before God.

## FRIDAY

Fifth Step: PRAY! Get PRACTICAL! Review your outline, and assemble your visual aids. Practice teaching your story, implementing your creative ideas. You may now look at your curriculum for any ideas.

## SATURDAY

Sixth Step: PRAY! Smile, RELAX! Spend time with your Family!

## SUNDAY

Seventh Step: Rejoice. What a Joy! You are rested and prepared! Pray, and give Glory and thanks to God!

Conclusion: This study plan keeps you prepared ahead of time, strengthens you spiritually, saves precious time, and most importantly, equips you to be an efficient and effective minister to children.

# Inductive Bible Study Method

*“Study to show thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth.” 2 Timothy 2:15*

Scriptural exegesis (a critical analysis or explanation) may seem a daunting task to most, but with prayerful dependence on the Holy Spirit and some simple guidelines, anyone can begin to pull out the truths in God’s Word and begin to teach them to others. We will look at four basic steps: Observation, Interpretation, Correlation, and Application. In the beginning this OICA format can seem very procedural, structural and rigid, but as you practice, and as your reliance on the Holy Spirit deepens, all four steps will soon flow effortlessly.

## 1. **Observation**      **What does the text say?**

Observation begins with coming to the Word of God humbly, prayerfully, and with an expectation of hearing what God is saying in the text. Determine the scripture passages you’ll be teaching and set boundaries for your lesson. Ask questions based on: who, what, where, when, why, and how as you read and reread the text. Note any observations.

## 2. **Interpretation**      **What does the text mean?**

Begin answering the observation questions. Restate the passage in your own words, look up any difficult words. Let scripture interpret scripture. Remember, the New Testament takes precedence over the Old Testament. Do not take experience as doctrine unless it is taught by Jesus, practiced by the early church, and instructed in the epistles.

## 3. **Application**      **How does this apply to me? And what about the kids?**

Remember, the purpose of knowing truth is to become more like Christ! We need to see changed lives. What lessons, warnings, encouragements, or promises are being taught? How should your lesson affect the kids? A quick way to encourage a proper response in the children is by using the acrostic, “ESCAPE.”

Are there any	<u>Examples</u>	to follow?
	<u>Sins</u>	to forsake?
	<u>Commands</u>	to obey?
	<u>Actions</u>	to take?
	<u>Promises</u>	to believe?
	<u>Errors</u>	to avoid?

**So What??** What difference will your lesson make? The key to your teaching is to see your kids respond, to see the impact in their lives. We study to teach. We teach to transform.

Without change in their lives there’s been no teaching. Challenge them to change!

# Study Resources

Looking over the Sunday School Lesson Preparation in your Children's Ministry Manual can prove very helpful in getting ideas and sources for study. The following are additional lists of resources, most of which are available to you in our bookstore:

## Suggested Reading/Study Helps

- \*•*Halley's Bible Handbook* -Halley
- \*•*New Testament Survey* -Gromacki
  - The Bible Knowledge Commentary* -Walvoord & Zuck
  - Talk through the Bible* -Wilkinson
  - With the Word* -Wiersbe
  - What the Bible is All About* -Mears
  - Any of the "Be" -series commentaries by Warren Wiersbe
  - Any of the *Thru the Bible Commentary* -Series by J. Vernon McGee
  - Pastor's Sermon Series (*avail on website & CCSB App.*)
  - Abeka's Flash-A-Card Series* -Visual Aids
  - Children's Ministry Resource Bible* - Nelson

\* "A must have for any teacher!" JD

## Additional CM Favorite Authors

R. Kent Hughes  
H. A. Ironside  
F. B Meyer  
Lehman Strauss  
Alan Redpath  
A.T. Robertson

## Additional Course Recommendations

Spiritual Parenting (Formerly Come Ye Children) - C.H. Spurgeon

## Policy

Study material is available for Children's Ministry use at cost from your bookstore.

See CM Office for assistance.

# HAD A BAD WEEK?



Have a bad week? How 'bout just a very, very, hectic week? As a teacher, this is bound to happen to you at some point in your teaching ministry. Here's the scenario...It's Saturday night. 9:30. You've been running all week. You can't believe it's Saturday already! Needless to say, you haven't even had a chance to study. (The highest abomination a teacher can commit!)



You're starting to panic...Your head is spinning. You're tired. You can't even remember what you've been teaching on.... WHADYADO NOW????  
CALL IN SICK!!! MERCY, NO!

**STOP!** Calm yourself and begin to **PRAY AS YOU REMEMBER YOUR COMMITMENT.....**

Not to the kids, not to the church..... but to God! This is part of being a servant. It's not serving if it's at your convenience!!! Or as long as things are going well for you. Here is the test of a true servant; Can you continue to serve regardless of your personal trials and life's continual curves thrown your way? We understand major crises come up and sometimes we must step aside from ministry in order to endure the trial or major life change. But we must point out, that many times GOD MINISTERS TO YOU AS YOU ARE MINISTERING TO THE CHILDREN through these difficult times.

When you begin to serve. We guarantee you one thing..... You're going to get attacked in some way. Satan wants to keep you from serving. He hates to see God's kingdom grow and lives being touched and changed by the Lord and His servants. Satan also knows that as a submitted servant, your life will be molded and reshaped more and more into the image of His Blessed Son, Amen. (that means **SO BE IT!**)

SO HAVING FOREWARNED YOU that this will happen...  
GET-A-GRIP, PRAY .....AND  
SEE THE NEXT PAGE....

## QUICK SUGGESTIONS FOR PANICKED TEACHERS!

FIRST- THINGS-FIRST: Choose a bible story! ONE YOU ARE FAMILIAR WITH.

(You should always have two or three favorites, for when you're in a pinch.)

SECOND: Review story and estimate time spent on delivery of message.

THIRD: With remaining time choose one or two activities to coincide with your story.

FOURTH: Remember to allow time for worship and snack (If you teach little ones)

PRAY: Trust in God, and remember, This [week] too shall pass.

1. BIBLE BINGO
2. BIBLE BASEBALL
3. BALLOON BLAST
4. WHO AM I?
5. TIC-TAC-BIBLE
6. OBJECT LESSONS
7. READ A NOVEL  
(AS A WEEKLY SERIES)
8. OUT DOOR GAMES  
(seasonal)
9. HOLD CLASS OUTDOORS
10. UNIT COMPLETION PARTY!  
(CREATION, LIFE OF NOAH ETC.)
11. FLANNEL STORY  
(LET THE KIDS HELP, OR RETELL IT)
12. PUPPETS
13. VIDEO SERIES
14. OVER-HEAD PROJECTOR
15. DISCUSSION GROUPS
16. CRAFTS
17. HAVE KIDS DO A SKIT OF THE STORY  
WORK ON THE SCRIPT WITH THEM!
18. FLASH-A-CARD STORY
19. FLASH A CARD MEMORY GAME  
MIX-UP CARDS AND HAVE KIDS  
GUESS THE RIGHT ORDER.
20. SWORD DRILLS  
(AS INDIVIDUALS OR TEAMS)
21. MEMORY VERSE GAMES:  
Start & Stop  
Stepping Stones  
Stand-ups, Take away,  
Echo, Memory Verse Ball, Hop Scotch, etc.

# Basic Class Structure

## A Generic Structure and Timetable

- Arrival.....Before class starts  
Eat breakfast before you arrive; Arrive early.
- Welcome.....10 minutes  
Say hello individually, (include the parents).
- Worship.....15 minutes  
Focus their attention on God.
- Prayer.....5 minutes  
Focus their dependence on God.
- Storytelling.....15 minutes  
Get them interested in the things of God.
- Exposition.....15 minutes  
Explain the things of God to them.
- Closing.....5 minutes  
Summarize and apply the lesson to their lives.
- Bible Fun.....10 minutes  
Reward for good behavior, emergency filler.
- Dismissal.....5 minutes  
Say goodbye individually, (include parents).

## ANOTHER EXAMPLE OF A POSSIBLE CLASS STRUCTURE

(As you find out what works best for you, you might want to make some changes)

### A. The Greeting

1. Important time for parent/teacher relationship
  - a. This is a time where the parent is looking at the environment of the classroom.
    - i. In control, out of control, warm & loving, cold etc.
2. A time to let the incoming child know that he or she is welcome and important to the class.

### B. Introduction Activity (Use 1 or more as time permits.)

1. Coloring
2. Word search
3. Crossword Puzzle
4. Craft

### C. Prayer Time

1. Prayer Requests

### D. Worship Time

1. Include children's worship songs
2. Sing some adult level worship songs

### E. Bible Time

1. Read directly from God's Word
  - a. You may want the children to read (call only on volunteers)
2. Retell the story visually (Using 1 or more of the following)
  - a. Flannel graph or Flash Cards
  - b. Puppets or Drama
  - c. Filmstrip or Video
3. Do Bible study pages (Using the Support Curriculum)
4. Use the inductive study method
  - a. Find out what it says (Using Bible Study handout)
  - b. Find out what the facts mean
  - c. Find out personal application

### F. Memory Verse

1. Devotions

### G. Closing Activity

1. Games which reinforce the Bible story
2. Prayer
3. Cleanup

### H. Sign-Out Time

1. This time is again important for parent-teacher relationship
2. The parent looks at the classroom environment and assumes that the present situation has been the environment all class long.
3. Try to say good-bye to each child individually.

# SENSITIVE TOPICS

## Just a Reminder!

Often times sensitive subjects come up in your classroom. We as Sunday School teachers must teach the truth in these areas.

**HOLIDAYS:** Halloween, the Easter Bunny, Santa Clause, etc, are all delicate subjects that aren't meant to be taught in church. We must not propagate these topics as truth while not crushing the families traditions. Tread lightly.

**CULTS:** Mormonism, Moonies, Jehovah Witness, and what constitutes a cult. Unless you're sure of your information, direct any questions to the CM Office.

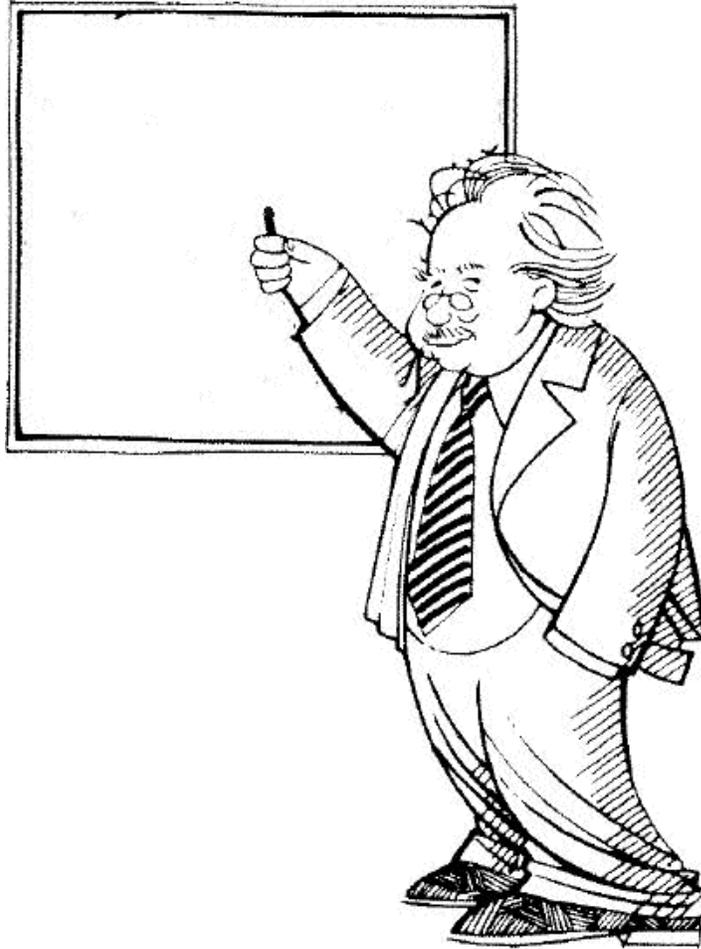
**THE OCCULTS:** Astrology, Spiritualism etc. Unless you're sure of your information, direct any questions to the CM Office.

**DOCTRINES:** Your teaching on Communion, Gifts of the Holy Spirit, Baptism, etc. should line up with Calvary Chapel's doctrinal beliefs for the purposes of unity with our Pastor's message from the pulpit. These topics should be discussed with leadership if you're not clear on them.

**AGE APPROPRIATENESS** A child's maturity level must always be considered when dealing with topics such as Adultery, Homosexuality, topics dealing with Drunkenness and Drug use. These are topics that are best discussed in the Home -By the Parents. These subjects must be approached only with great discernment and prayer with the right age group.

Please consult with the Children's Pastor, as far in advance as possible, when considering these topics. The Children's Pastor should always be consulted for approval on any topics that will most likely cause parents to ask questions of legitimate concern. He may wish to anticipate and prepare for those parents who will want to talk with the Pastor if and when a delicate subject is covered!

# Storytelling



"Preach the word! Be ready in season and out of season.  
Convince, rebuke, exhort, with all longsuffering and teaching."

2 Timothy 4:2



# POINTERS FOR STORYTELLING

## 1.) KNOW YOUR MATERIAL!

- \* Read the story a couple of times to get a feel for the material.
- \* Read from various versions of the bible AND other sources.
- \* Look for any unfamiliar, difficult words.
- \* TELL THE STORY, DON'T READ IT!



## 2.) ADD DETAILS.

- \* GIVE time periods or dates. Who was King etc.
- \* Where did this take place? What's the location, weather conditions, nighttime, day time etc.
- \* Describe the setting; house, hillside, a boat on the sea, a prison cell; was it cold, damp, musty, dark  
Were there rats, spiders and cockroaches!



## 3.) BE ASSERTIVE!

Be bold with your material. Show your excitement! You want the kids to see how excited you are about God's word! Don't be afraid to take chances in class and risk feeling like a fool! Your alternative is to play it safe, keep your composure, and basically have your kids lose interest in your class, your lesson, AND YOU!

4.) STAY AGE APPROPRIATE! Make the lesson plan applicable to your children's lives or you'll lose them!.  
Use vocabulary they can grasp.



5.) INVOLVE THE CLASS. Get the kids involved. Ask them quick yes or no questions. For the younger classes, you can have them supply sound affects. Whatever, just draw them in!

## 6.) USE VISUAL AIDS.

Felt boards.  
Costumes.

Flash-a-Cards.  
Objects or Props.

Slides.  
Videos.



7.) GIVE IT APPLICATION!!!! We don't want to just give them knowledge. We want them to leave church having heard an old testament story, but able to apply an aspect of that to their lives today.

POINTERS FOR STORYTELLING

# USING DRAMA IN YOUR STORY!

Simply put, drama is YOU. It's your body, your hands, your face, your voice. And it makes all the difference in the world when telling a story. To most people, drama, (acting) doesn't come easy, and you may not feel comfortable with a using a little drama in your teaching. It just may not be your style, and that's okay. You're still called to teach! But these tips are still good for you anyway! You'll find some suggestions that you feel comfortable trying in your next lesson, and who knows, maybe sometime in the future, you might find yourself using a lot of drama in your teaching. **BE A FOOL FOR CHRIST! GO AHEAD, RISK YOUR DIGNITY!**



## #1 \* ACT A LITTLE

Place emotion in your story; if a character in your story is upset reflect that in your facial expressions and voice! **HAPPY, SAD, ANGRY, FRUSTRATED, IMPATIENT. WHATEVER, just show it!**

Being the emotional creatures that we are, most of us remember and will relate to a story better if we can sympathize with, or at least understand the emotions of the characters' in the story. Furthermore, the application of the teaching, based upon the story, **WILL HAVE MORE VALUE TO YOUR STUDENTS**

## #2 \* MOVE AROUND!

Walk around. Move among your listeners. Stand on a desk for height. Be Zacchaeus up in a tree! Crawl under the desk to portray fear etc.



#3 USE YOUR VOICE EFFECTIVELY It is said that people read our body language first, our voice second and our words third! Your voice and how you use it is your second strongest tool in story telling so use it effectively!

\*Raise it, yell (where your story dictates it)

\*Lower it; whisper. Talk softly.

\*Pause for effect. Talk slow. Talk fast.

\*Cry.

## #4 \* KEEP EYE CONTACT

Look at your listeners!

Have you got their attention? Are they responding?

Make one-on-one eye contact with as many as you can!

