

GraceLife

Syllabus



A Ministry of Grace and Peace [Phil 4:7]

Advanced Discipleship Training

(Revised 2-26-2008)

Presented By

GraceLife Family Ministries
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Advanced Discipleship Training

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Advanced Discipleship Training

Acknowledgements

Classical Christian writers such as Hannah Whitall Smith, C. S. Lewis, Hudson Taylor, A.W. Tozer, and Watchman Nee have written and taught the Exchanged Life and experienced living out of Christ's resources for the past century. The Advanced Discipleship Training was developed from an accumulation of these and other resources. Charles Solomon first introduced the concept of "spirituotherapy" as a counseling or discipling model in 1980. His book, *The Handbook to Happiness*, has been used by thousands of Christians as a discipleship resource and it is the starting place for the concepts of this training program.

Further development by various offices of the *Association of Exchanged Life Ministries (AELM)* has also been utilized. Bill and Anabel Gillham and the ministry at *Lifetime Guarantee*, Steve McVey at *GraceWalk Ministries*, and Greg Brezina and the staff at *Christian Families Today* have contributed through their books, conferences, and personal input. Special thanks are due to *Grace Ministries International* in Atlanta, Georgia, whose wisdom and liberal use of resources made this program possible. Specific references from other sources will be given as they occur within the text.

Purpose Statement

The purpose of the Advanced Discipleship Training is to provide a deeper and more comprehensive understanding of the identification truths, to teach the use of these truths in a counseling or discipling framework and to provide an environment that enhances a personal experience of these truths. Participants will experience and learn applications of the victorious Christian life. Care is taken in maintaining a balance between learning and personal growth.

The Advanced Discipleship Training does not in itself qualify a person to be a "Christian Counselor". It should, however, prepare individuals to lead people to appropriate their identification with Christ and then apply that truth to specific areas of life.



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Statement of Faith

GraceLife Family Ministry is founded on principles that adhere to National Association of Evangelicals and to the Association of Exchanged Life Ministries.

- We believe that the Bible, consisting of the Old and New Testaments, is the only inspired, infallible, inerrant and authoritative written Word of God.
- We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
- We believe in the deity of our Lord Jesus Christ, his virgin birth, his sinless life, his miracles, his vicarious and atoning death through his shed blood, his bodily resurrection, his ascension to the right hand of the Father, and his personal return in power and glory;
- We believe that for the salvation of lost and sinful people, regeneration by the Holy Spirit is absolutely necessary. We believe that salvation is the gift of God brought to man by grace (apart from any works) and received only by personal faith in the Lord Jesus Christ.
- We believe that man was created in the image and likeness of God, but that in Adam's sin, the race fell, inherited a sinful nature, and became alienated from God; and, that man is totally depraved and, of himself, is utterly unable to remedy his lost condition. Upon receiving salvation, the person receives eternal life, and becomes a partaker of Christ's life. He becomes a new creation and obtains a new identity as a child of God.
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life;
- We believe in the spiritual unity of believers in our Lord Jesus Christ and his church.

I. Philosophy of Training

The Advanced Training is a time when the student will be concentrating on learning the basics of the exchanged life. Although there may be a time for creative work, it is expected that the student will primarily be learning and reflecting back the essential ingredients of the exchanged life and techniques of counseling. It is expected that students will attend all classes, complete the required reading, memorize the scriptures assigned, complete all required videos and audio tapes, complete the observation reports as well as their progress reports, and complete their term paper and final examination in order to receive an advanced training certificate. The progress reports should record your time spent listening to the video and audio tapes that are available. It is recognized that to complete all the assigned material, a person may need to do some work after office hours.

Much of the learning at *GraceLife* occurs incidentally; that is, through sitting in on counseling sessions and interacting with the staff. We are not structured as a school, although there are definite expectations. No one will be looking over your shoulder to insure that you complete your work. We trust that all students have the necessary discipline sufficient to carry out their program of learning.

We believe it is necessary to correlate scripture work and reading with the practical techniques of counseling. In addition, the students may need to work through some issues in their own lives as the training progresses.

II. Training Information

- A. Training activities will proceed along three paths;
1. Scripture work, audio and video media and reading
 2. Practical observation of counseling sessions
 3. Individual personal issues covered in supervision sessions

B. Progress Reports – We believe you want feedback on your progress. Reports will be turned in monthly to your supervisor to reflect your knowledge gained through lectures, counseling sessions, reading, etc. or any issues with which you may be struggling.

C. Finances - Full payment for the ADT is expected prior to receiving a certificate of completion. Payment arrangements may be worked out with the director of training.

D. Credit for Continuing Education – *GraceLife* will assist you in coordinating with colleges to receive credit for the hours spent and assignments completed during this internship.

E. Dress – Although we do not have a dress code, we stress the need to maintain a professional appearance. Casual or business casual attire is suitable for most situations.

F. Loan Library – A limited number of books and tapes are available for student use. Audio tapes and books may be checked out overnight, but video tapes should be viewed in the office and cannot be removed from the premises.

G. Private Counseling/ Supervision – Students must agree to individual counseling as a part of the internship experience. Intensive issues that arise during the year-long process should be discussed with your counselor/ supervisor.

III. Respect

A. Schedules – We ask that all students keep in mind the need of fellow students and staff regarding times for classes, study, reading, and personal counsel.

B. Doing Your Own Thing – We trust that those who come to *GraceLife* for training are open and teachable regarding the Exchanged Life approach. Occasionally, someone will want to emphasize other areas of scriptural knowledge that could be considered controversial or argumentative. We request that you respect our desires to minister to all denominations by refraining from pushing or emphasizing these issues.

C. Absence – Students in the ADT are expected to attend all sessions. If it is not possible for you attend a session or if you are going to be late for some session, we ask that you call the office. Total absences should not exceed 1 per unit without prior authorization from the training director.

C. Confidentiality – Confidentiality is a must while you are in training and we ask each student to agree to and sign a Confidentiality Agreement (attached). Care must be taken to refrain from discussing any information you overhear in co-counseling, counseling review, or other ways that would be considered personal and private. This includes breaks, commuting times or other social activity where a violation of trust could occur.

IV. Office Operations

A. Prayer and Meditation – Each Tuesday evening session will begin with a short devotional time and prayer for our counselees, the students and the staff.

B. Scheduling

6:00 to 6:15 PM Meditation

6:15 to 9:00 PM Teaching sessions

9:00 to 9:30 PM Checkout / Ministry Time

C. Telephones – Phones are available for personal use and inter-office communications. Long distance calls should either be collect or charged to a credit card. Incoming calls should use 770-942-4002.

D. Building Access – Office hours are from:

10:00 AM to 6:00 PM Monday (Administrative time)

10:00 AM to 9:30 PM Tuesday

10:00 AM to 8:00 PM Wednesday – Thursday

10:00 AM to 3:00 PM Friday (Admin Time)

Access on weekends or evenings may be obtained by checking with the director.

E. Book and Tape Discounts – a discount ranging from 10-30% is provided for all students while enrolled in the internship program through crosslife books (www.crosslifebooks.com).

F. Refreshments – Coffee and refreshments will often be provided for interns use. Students are also welcome to bring refreshments to share. Foods left in the refrigerator or cabinet should be labeled with your name or are subject to be eaten.

G. Housekeeping - *GraceLife* does use a cleaning service but most housekeeping is performed by the staff and volunteers. Please do your part to help us keep the office clean.

V. Co-Counseling

We hope for each student to participate in actual counseling sessions as an observer. Time and availability may limit these opportunities, so some options are allowable. The following methods of counseling activity will count as credit towards the 35 hour requirement.

A. Actual co-counseling with a GFM staff counselor. The student should maintain a record of these sessions containing initials of counselee, counselor, date of session, and number of hours.

B. Video Sessions – 10 hours credit will be given for the Marie Marshall series. Other videos may also be suitable. See your supervisor.

C. Associated Counseling sessions - A maximum of 10 hours credit will be given for counseling sessions outside of GFM with the following conditions:

- Must be a formal counseling session
- Must be pre-approved by GFM
- An observation report should be filled out and discussed with supervisor

D. Group Counseling (role-play) during ADT classes – Up to 10 hours credit will be given for attending and participating in counseling role-play led by GFM staff.

E. Supervision – When the GFM counseling process is used in supervision sessions, the student may be credited with up to 8 hours of co-counseling time.

VI. Certification

An extensive reading list, audio tape list, and video list plus a variety of collateral items are required for completion of the Advanced Discipleship

Training program. Financial arrangements must also be completed. Graduates will receive a **Certificate of Advanced Training** after successfully completing all Units. This certification meets or exceeds the minimum requirements for training as directed by the Association of Exchanged Life Ministries (AELM).

Overview of ADT Units

Unit One

- D 100 – Flesh / Belief Systems
- D 101 – Listening
- D 102 – Life and Cross
- D 103 – Salvation and Security
- D 104 – Acceptance/Righteousness
- D 105 – Theology of the Exchanged Life
- D 106 – Concept of God

Unit Two

- D 201 – Romans 5
- D 202 – Romans 6
- D 203 – Romans 7
- D 204 – Romans 8
- D 205 – Law and Grace
- D 206 – Counseling Approaches

Unit Three

- D 301 – Family Systems
- D 302 – Pre-Marriage
- D 303 – Marriage I
- D 304 – Marriage II
- D 305 – Parenting
- D 306 – Counseling Children

Unit Four

- D 401 – Sexual Maladjustment
- D 402 – Addiction
- D 403 – Codependency
- D 404 – Satan's Deceptions
- D 405 – Suicide
- D 406 – Anger

Unit Five

- D 500 – Intimacy With God
- D 501 – Guilt and Shame
- D 502 – Trauma (Part one)
- D 503 – Trauma (Part two)
- D 504 – Brokenness/Total Surrender
- D 505 – Forgiveness
- D 506 – Growing Free

Unit one will emphasize the personal aspects of our methods of coping or living after the flesh. Units 2-5 will increase in intensity and depth and will include a time for 8-10 hours of personal supervision and co-counseling experience. The student will not only observe but will take part in the counseling sessions.

Time will also be available for group dynamics, observing video tapes, and counseling review. Each class session will involve a *checkout* time for comments, personal progress feedback, and difficulties with individual issues. Students will also have an opportunity to teach some material to others.

A 7-page term paper and a final examination will conclude the Discipleship Training and the student will receive a **Certificate of Advanced Training** upon satisfactory completion.

Required Collateral Activities

- Attend, and participate in, one *GraceLife Conference* during the year
- Complete observation reports and monthly progress reports
- Share Life & Cross Diagrams with two other students
- Take one student history
- One Book Report
- Term Paper

Summary of Requirements for Advanced Discipleship Training

- **15 Books**

Unit One

- *Lifetime Guarantee* – Gillham* (Optional – See note 1)
- *The Green Letters: Principles of Spiritual Growth* – Stanford *
- *Relentless Tenderness of Jesus* – Manning **

Unit Two

- *Grace Walk* – McVey **
- *Birthright* – Needham *
- *Normal Christian Life* – Nee *

Unit Three

- *Foundations of Exchanged Life Counseling* – Hall *
- *Families Where Grace is in Place* – Van Vonderan **
- *The Rest of the Gospel* – Stone & Smith*

Unit Four

- *Handbook to Happiness* – Solomon*
- *Bondage Breaker* – Anderson*
- *From Bondage to Bonding* – Groom **

Unit Five

- *A Divine Invitation* – McVey*
- *TrueFaced* – Thrall, McNicol, and Lynch **
- *Christian's Secret of a Happy Life* – Whitall-Smith *

- **6 Booklets**

- *A Study of the Mind* – Gillham*
- *The Exchanged Life* – Taylor*
- *Faithful Forever* – Gillham*
- *Himself* – Simpson *
- *Resolving Misunderstandings of the Exchanged Life* – Best*
- *“Perils of the Victorious Life”* (Final chapter from *Victory in Christ*) – Trumbull

- **35 Hours of co-counseling**

- Optional – Marie Marshall Series (9) – Lee LeFebre (Provides 10 Hours credit)

- **22 Videos**

- Spiritual Deception of Passivity (1) – Lee LeFebre *
- Liberated in the Beloved (1) – Ortiz*
- The Life (11) – Gillham* (Optional – See Note 1)
- Marie Marshall Series (9) – Lee LeFebre*

- **16 Audios**

- Strength of Weakness – Jack Taylor *
- Receiving – Jack Taylor *
- Brokenness (6) – Stanley *
- Turkeys and Eagles – Peter Lord *
- What a Beautiful Bride – McVey
- Emotions: Bridges or Barriers – Van Vonderan
- Search for Self-Worth (5) – Malcomb Smith* (Also on Video)

- **72 Hours of Classroom Instruction**

- □□□□Life and Cross Diagrams *
- Concept of God
- History Taking / Flesh *
- Romans 5-8 *
- Acceptance/Righteousness
- Salvation / Security
- Law and Grace *
- Growing Free * (Emotional Healing)
- Satan's Deceptions / The Power of Sin
- Forgiveness *
- Brokenness / Total Surrender *
- Anger
- Counseling Approaches
- Family Systems
- Listening Skills *
- Parenting
- Pre-Marriage
- Marriage
- Guilt and Shame
- Sexual Maladjustment
- Healing for Victims of Trauma
- Codependency
- Suicide

- **8 Hours of personal counseling/ supervision**

* = Indicates AELM core requirements

** = Alternative books may be assigned by supervisor

Note 1 = The book *Lifetime Guarantee* and *The Life* videos series are alternatives.

Co-counseling Guidelines

- Be Prepared to Listen – For the first several sessions you will be asked to remain silent unless called upon by the lead counselor. **Bring a note-pad and pencil for notes.**
- Be Prepared to Share – As the counselor begins to know and trust your abilities, be prepared to share the diagrams, take a history, or other illustrations.
- There has to be a Lead Counselor – Assume an invisible or less visible position unless told otherwise. Complement instead of compete with the lead counselor.
- Flow with the Spirit. Don't go in a different direction than the counselor is heading.
- Do not draw attention to yourself by eating, "amening", etc.
- If you must leave during the session, excuse yourself during an opening in the conversation.
- Do not get overly identified with the counselee by becoming super-responsible or trying to rescue.
- Trust that the Holy Spirit will accomplish what we cannot.
- Understand that some sessions will not be open for co-counseling. Some issues are considered too personal or too painful for a client to allow another person to observe.

Observation Report

Student _____

Date of Session _____

Counselor _____

Client (Initials) _____

1. General Observations

A. How did the counselor greet the client? _____

B. What means were used to make the client feel comfortable? _____

C. Suggestions or questions _____

2. What was the presenting problem?

3. From your viewpoint, what is the real problem?

4. What issues would you have covered differently than the counselor?

5. What counseling processes need to be emphasized?

6. Describe the client's flesh pattern. _____

Progress Report

Student _____

Date _____

1. Status of Co-counseling: Number of sessions ____ Total number of hours to date _____

2. Reading status: Books read this month

3. Comment on the pertinence of books you read and how they might be used in counseling:

4. Audio/video listened to or watched

5. List any truth or revelation God has revealed to you during the month

6. Please comment on any issue/s requiring more understanding

COMMITMENT TO CONFIDENTIALITY

*A gossip betrays a confidence,
but a trustworthy man keeps a secret (Prov. 11:13).*

The Bible teaches that Christians should carefully guard any personal and private information that others reveal to them. Protecting confidences is a sign of Christian love and respect (Matt. 7:12). It also discourages harmful gossip (Prov. 26:20), invites confession (Prov. 11:13), and thus encourages people to seek needed counseling. Since these goals are essential to the ministry of the gospel and the work of the local church, all students and staff are expected to refrain from gossip and to respect the confidences of others regarding all information shared in counseling, training classes and incidental conversation.

Because of its biblical nature and a commitment to honesty, Christian training encourages parties to openly and candidly confess their history. This requires an environment where parties may speak freely, without fear that their words may be used against them. All communications that take place during the Advanced Discipleship Training, counseling, workshops, or conferences shall be strictly confidential. This policy extends to all oral and written communications made by students, staff or clients, and includes all records, reports, letters, notes, and other documents received or produced by *GraceLife Family Ministry* or its parties.

Although confidentiality is to be respected as much as possible, there are times when it is appropriate to reveal certain information to others. In particular, when our leaders believe it is biblically necessary, they may disclose confidential information to appropriate people. *GraceLife Family Ministry* may divulge appropriate and necessary information under the following circumstances, and the parties agree to waive confidentiality and hold the ministry harmless for doing so: (1) when, as part of its normal office operations, the Director consults with its staff members or outside experts regarding particular issues or problems related to a case; (2) when compelled by statute or by a court of law; (3) when an action has been brought against *GraceLife* as a result of its participation in a normal ministry activities.

the undersigned has read and agrees to this commitment,

Signed

Date

For further information regarding the Advanced Discipleship Training, contact:

GraceLife Family Ministry
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GraceLife Family Ministry (GFM) is a non-profit interdenominational ministry founded in 2006. Our purpose is to encourage believers to appropriate their identity in Christ and to communicate and express Christ's abundant life in their daily activities.

Training and discipleship is accomplished through Grace Seminars, Workshops, the Advanced Discipleship Training, and one-on-one counseling. Additional activities include marriage and family enrichment seminars, conflict conciliation, and spiritual growth conferences.