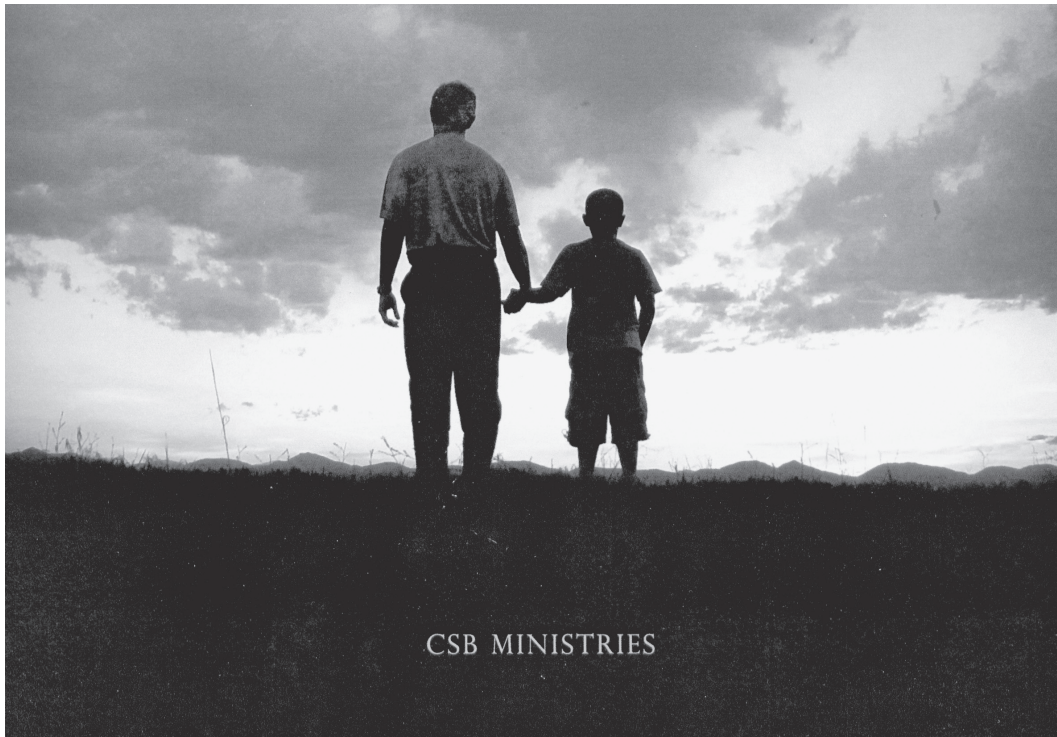


The Brigade Chairman's Handbook



A leadership guide to launch effective
Brigade ministry in your church



CSB Ministries
Christian Service Brigade

P.O. Box 1010
Hamburg, NY 14075

tel: 800.815.5573

office@csbministries.org
www.csbministries.org

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A WORD ABOUT THIS BOOK AND BRIGADE'S MISSION

The mission of Christian Service Brigade is to strengthen churches by equipping men who are committed to God's Word to win and train boys as disciples of Jesus Christ.

It all started with The Story of the Torch. Men pass along the truth of the Gospel of Jesus Christ just as the message-bearers passed along their messages and torches.

Since 1937, Christian Service Brigade has mobilized men to pass the life-changing gospel message to boys. It has trained men for leadership roles in Brigade programs and created a network of committed men who are involved in ministry. These men have devoted themselves to evangelism and personal discipleship among boys of all ages.

God has blessed, and their efforts have produced godly young men who become leaders and witnesses in their churches, their homes and their communities in many areas of life and Christian service.

Our vision to reach and mobilize men and boys is clear and scriptural. The Bible stresses the importance of the individual Christian's responsibility to make disciples and teach them. Brigade's goal is to provide opportunities for men to demonstrate godly Christian character and behavior so boys have examples to follow as they grow into manhood.

CSB offers boys opportunities to see men deal with life's responsibilities and challenges as well as time to learn how Scripture can help them deal with their own lives.

As Brigade chairman, you will guide the Brigade programs in your church. This booklet will help you do that job.

Don't let the details of the Brigade chairman's job overwhelm you. Take it one step at a time. Do your best to apply what you can. You will learn more each year as you help build your church's ministry to men and boys.

YOUR RESPONSIBILITIES

Your congregation desires to improve the quality and extent of its outreach to boys — and has chosen to do so through a Christian Service Brigade program that ministers to boys through men. Your church has agreed to “work with Christian Service Brigade in leading boys to Christ and guiding them to Christian maturity.”

Someone needs to make sure your church follows through on this commitment. That someone is you, the Brigade chairman.

Your role is that of an administrator and leader of men.

Your objective is to establish and maintain a Christian Service Brigade program as an integral part of your church's total ministry.

HOW TO USE THIS BOOK

You may be taking over this responsibility at one of several points in the development of the boys' ministry of your church:

Ongoing Program

Your church already has a Brigade ministry and you are replacing a former Brigade chairman. Go to page 7 and read through the book.

A New Program

Your church has never had a Brigade program. Start with the appendix, page 27, and then read through this booklet beginning with page 7. Perhaps your church ran a CSB program at one time but has been inactive recently. Again, read through this booklet and follow the suggested steps.

Communicate

The Brigade chairman serves as the communication link between the church, local Brigade program leaders and Christian Service Brigade.

You make it happen.

Let's look at each of these groups individually and at the kind of information a Brigade chairman needs to communicate.

Communicate

With Church Leadership

Churches have different organizational structures, but whatever the structure, it is the Brigade chairman's duty to keep those who are responsible for the Christian education ministry of the church well informed about all areas of Brigade activities.

Pastor's Involvement

Churches with several pastoral staff members should decide who will have the closest interest in man/boy programs. This responsibility might be delegated to the Youth Pastor or Director of Christian Education, but one key to a successful boys' ministry is the enthusiasm, understanding and involvement of an individual as high in the leadership structure of the church as possible. To gain this kind of interest by the pastor or other church staff member, it is necessary to keep that person informed of the number of boys and men involved in the program and the spiritual growth observed in their lives. Also notify him of special activities, training opportunities and new developments in the CSB organization.

He should be encouraged to participate in occasional weekly meetings, leadership training courses, planning meetings and activities to which parents and/or members of the congregation are invited.

Local Plans

Brigade activities need to be coordinated with the other programs of your church, working with them to avoid possible conflicts. The Brigade chairman should communicate especially with leaders of other youth ministries.

Local Budget

As Brigade chairman, you should present the anticipated expenses for the program year for inclusion in the church budget in the proper category. The church might typically expect to bear the expense of leader training and program materials, annual program fees, and achievement awards. Consult church policy on whether the church or the individual should buy other items, such as leaders' uniforms, craft materials, and registration fees for leader training conferences or workshops.

Costs normally paid by the boys include their achievement books, uniforms, camping trips, special activities, and the cost of insurance if the church's coverage does not include

the boys' program. Boys are also encouraged to bring offerings, called "shares," as a means of learning stewardship.

Facilities and Resources

Make sure your church's leadership is aware of the space and facilities required by an effective Brigade program. As other resource needs arise, share these with concerned individuals and groups.

CSB Financial Needs

Advise the church leadership of the financial needs of Christian Service Brigade. As a mission, the organization depends heavily on the contributions of participating churches and concerned individuals. Information on financial policies and needs of the ministry and your field missionary is circulated periodically. A decision about your church's commitment to support the CSB ministry is requested each fall at the start of the program year.

With the Congregation

An informed congregation is usually an interested one. The more they know about the ministry, the more effectively they can pray for men and boys.

Needs

Prayer — Share your concern for the spiritual needs of the boys in the program, the need for leaders, and other needs which may be reported to you from time to time concerning regional or national matters.

Assistance — At times you may need additional help for some activity, such as transportation or collecting some items for a craft project. Personally invite some men to help you and place notices in your church bulletin or newsletter to recruit even more.

Local Activities

Keep your congregation up-to-date on special activities in all of your Christian Service Brigade ministries so they remain current and aware of all of the man and boy interaction your church provides.

As often as possible, plan your activities to involve the fathers of the children involved in one of the programs. Besides informing the fathers of these opportunities, you can bring them to the attention of the entire congregation.

Sometimes special activities involving other churches may be planned by your area's Christian Service Brigade missionary representative. Your regional director will contact you with details to communicate with the men and boys in your Brigade program. Often, these activities are open to everyone in your church as well.

Once a year, during Brigade Month (usually in February), focus attention on the CSB ministry your church has. You will receive information from the national office about special programming for this emphasis.

With Leaders

The success of this ministry to boys in your church depends a great deal on you consistently communicating with the leaders in your Brigade programs.

Church Policies

Your Brigade program is an integral part of your church's total ministry. Sometimes men get so involved in their own activities that they overlook the importance of the work others are doing with youth in the church. Make sure your Brigade leaders understand church policies regarding activities and facilities so they remember to coordinate schedules and use of rooms and equipment with other church ministries.

Local Training Opportunities

Invite all your Brigade men to leadership training at your church. New leaders benefit from organized presentations and a refresher course can be helpful to veterans. (See the chapter on training.)

Notify the leaders about any training conferences your Brigade representative hosts for churches in your area. Invite him to hold workshops for the men of your church. Encourage your leaders to attend whenever possible so they can develop their skills in ministering to boys.

Brigade Camps

There are a number of camping experiences available throughout the U.S. and Canada which are related to the Christian Service Brigade program. Contact your CSB missionary representative or the CSB national office for the name of the camp nearest you. Each camp sends out its own information about its programs. Promote involvement in Brigade camping.

With the CSB Office

The Brigade chairman provides the primary communication channel between his church and the CSB office. Often you will be the only recipient of information from CSB, so it is up to you to communicate with your leaders. Information from your church to the CSB office should normally come from you. You are responsible for sending the following information to our office:

Working Agreement — You and your pastor must complete a Working Agreement (Organizing Notice in Canada) to establish a formal relationship with Christian Service Brigade. (Do this only when starting your program or when restarting after more than a year's hiatus.)

Leader Membership — Materials for annual registration of your leaders are sent to you in August each year. Please update your leader list using the Leaders' Membership Form. Every leader is entitled to a subscription to our leadership magazine, and for this we need current, correct names and addresses. Also, news about local leader training opportuni-

ties and area events are sent to those whose names and addresses are up-to-date at the CSB home office.

Program Fees — Each fall CSB will send your church treasurer an invoice for the programs you ran the prior year. Make sure the treasurer knows which programs you are running. Payment of the appropriate annual program fee(s) entitles your church to purchase materials at the member prices.

Supplies — Decide who is authorized to order supplies from the CSB office for your Brigade programs. Let your treasurer know who is the authorized person or persons. A catalog and order form will be included in the registration packet send to you as Brigade chairman each fall. Additional copies are available from the Brigade office.

News Items — Send notice of outstanding achievement (a boy completes all eight Block-houses or has achieved his Herald of Christ) to our national office for publication at our website. Our Publications Department is always interested in reports on local unit activities so we can share inspiring and helpful ideas with other units.

Comments — The CSB office welcomes comments from local units. We are encouraged by compliments and seriously consider criticisms so we can improve our materials and services for you.

With Your Regional Director

Christian Service Brigade regional directors throughout the United States and Canada minister to the needs of Brigade units in specific geographical areas.

Call on your regional director for advice on running your church's Brigade ministry, from recruiting leaders and promoting your Brigade programs to helping men understand boys and lead a boy to Christ.

He provides training for men from individual churches as well as groups of churches. You will receive information from him about regional training opportunities.

He organizes and promotes group events for Brigade churches in the area he represents.

Your Brigade missionary also presents our ministry to pastors, church leaders and others interested in winning and training boys for Christ.

Pray for him and his ministry and make use of his professional services.

Communicate — Key Points

1. The Brigade chairman is responsible for keeping other church leaders and the congregation informed about the church's Brigade ministry.
2. Your pastor's enthusiastic support is one key to success for your church's Brigade ministry.
3. The CSB program is part of the church's overall ministry, so interaction with and coordination between other church groups is important.
4. Part of the chairman's job is to arrange for use of church facilities.
5. The Brigade program can reach unchurched families as well as boys.
6. Your area CSB regional director provides training opportunities for leaders.
7. Paying annual program fees is the responsibility of the chairman and the church treasurer; annual leader membership registration is the chairman's responsibility.
8. Most churches pay for the leaders' training materials and ask families to pay for the boys' books.
9. Usually, it's best if one person, such as the chairman, orders materials from the CSB office.
10. Individuals who are not Brigade leaders can take part in this ministry through prayer and occasional practical assistance.

Now you know what one part of your job is. Do you feel capable? Does it fit your gifts and talents? This job requires attention to detail and some paperwork. If it doesn't suit you, ask someone to assist you. As chairman, you can delegate some of your responsibilities.

Recruit

Men make the program.
Therefore,
a key responsibility of the
Brigade chairman is to find
the most suitable men
to fill the adult leadership positions.

Other needed human resources will be
discussed in this chapter as well.

Recruit

Assistants

As you can see, the Brigade chairman's responsibilities are extensive and varied. If you feel you need help, recruit other men with the right gifts to assist you.

Look at the chairman's strategy plan on page 3. It identifies the areas of your job description. The chairman's duties can be grouped according to major tasks: Communicate, Recruit, Train, Plan & Evaluate. Consider the kind of man best suited to each task:

Communicate — A man oriented to writing, record keeping, filling out forms, accounting and similar tasks

Recruit — A man comfortable with one-to-one personal contact, who can enlist help from others

Train — A man skilled in leading groups in a learning experience, an educator

Plan & Evaluate — A man who can set goals, evaluate results against them and suggest procedures to strengthen weak areas

Ask each man to read the pages of the Brigade Chairman's Handbook pertaining to the assistance you need from him. Make sure you both understand who will handle what.

If you have enlisted assistants, get together regularly to coordinate your activities.

Program Leaders

Standards

If boys are to grow into men who love and serve Jesus Christ, the men who lead them should exemplify Christian manhood in its fullest. Thus the local church should select adults leaders with utmost care.

The most important characteristic is that a man have a living, growing, personal relationship with Jesus Christ, based on knowing and trusting Him as Savior. When such a relationship exists, other marks of Christian maturity can generally be expected.

While age does not determine ability, it can be a significant measure of maturity. The principal adult leader of a Brigade program should be at least 21. Assistant adult leaders should normally be old enough to have completed high school.

A leader of boys should agree with the doctrinal position of his local church and be prepared to serve under the leadership of that church.

While personal habits and attitudes are not an absolute indicator of a man's spiritual condition, they are another measure of his fitness for the leadership of impressionable youth. As a Christian, he should reflect the positive influence of the Holy Spirit as emphasized in Galatians 5:22-23. Further, he should refrain from habits or practices which his church considers to be detrimental to spiritual growth and witness.

Traits

It will be easier to recognize those men best fitted for leading boys if certain traits are considered. The most effective leaders of Battalion teenager exhibit these characteristics:

- alert to adolescent needs
- understanding, not critical, of youth and their culture
- patience with the up-and-down moods of adolescents
- mature, but youthful in insight
- a sense of humor

When seeking to identify men who are best suited to lead boys in Stockade, consider these traits:

- patience with boys' noise and energy
- a sense of humor
- imagination

Often a middle-aged or older man is more effective as a leader of this age group because of his natural fatherly or grandfatherly image.

Developing Leadership

One of the side benefits of a Brigade program is the opportunity for growth in the lives of men who enter leadership positions. The lack of experience or confidence in a specific skill should not necessarily disqualify a man. A willingness to accept training and learn these skills is the determining factor.

Job Descriptions

For specific program leaders' job descriptions and other tips on recruitment, see the appendix.

Resource Men

Due to the variety in the Brigade achievement program, there are opportunities to involve men who aren't Brigade leaders. Their abilities and knowledge from different occupations,

hobbies and special interests are a great resource. While the captain or chief ranger may contact these men himself, you can help by surveying the men of the church, gathering their qualifications.

Sometimes additional men are needed to provide transportation for special outings or trips. Accumulating a roster of these volunteers for your captain and chief ranger would be of real assistance and encouragement to them.

Use the space below to start a list of men and their potential resources.

Name	Occupation, skill or hobby

Prayer Supporters

Invite the men of your church to pray for specific boys. Hold some special event near the beginning of the program year and provide a prayer card for each man with a boy's name on it.

Let the men know what you expect of them. You might decide to limit their responsibilities to prayer. You could suggest that a man spend time with the boy or organize a special activity to get the men and boys together. You might ask each man to send his boy a birthday card, a present or some encouraging reminder that he is praying for him. Whatever expectations you set, be sure that all the men agree to do them so the boys are treated fairly.

Boys

Brigade programs minister effectively to boys in your church and community. Depending on facilities, leadership resources and the number of potential boys from church families, you can develop an energetic program to recruit boys from the surrounding neighborhood. Boy-to-boy contact can be a large part of this promotion. Without a doubt, this is the most effective method. Notices on local bulletin boards, on your church's web page, in community newspapers, and door-to-door visitation may also be effective.

Check Brigade's Ministry Resources Catalog for promotional flyers designed for distribution in your community.

Recruit — Key Points

1. A church is responsible for maintaining standards for leaders in its Brigade program.
2. A leader of teenage boys should be able to talk with them, listen to them and be a solid example of Christian manhood for them.
3. A middle-aged man is often more effective as a leader in Stockade than in Battalion.
4. Assistant leaders may be given limited responsibilities and develop further skills through practical experience.
5. The Brigade chairman may delegate any responsibilities to other capable people if necessary.
6. If the Brigade chairman enlists others to assist him, he should meet with them to stay aware and to keep them informed.
7. Those in charge of each program can seek assistance from non-leaders with knowledge and experience in specific skills or subjects.
8. Boys themselves will do the largest part of promoting the program by asking friends to come with them
9. The Brigade chairman should promote prayer support from the congregation and church leadership.
10. Once a boy responds to God's call to faith in Christ, a Christian man's privilege and responsibility is to guide him. The Brigade program is primarily designed to train men and boys to serve the Lord, growing in knowledge of God and obedience to him.

Recruiting good men is vital. Pray about each man who volunteers and for every man you consider asking. Pray with your pastor and other church leaders, asking them for advice and potential leaders. Ask the congregation to pray that the right men will step forward.

Train

An ongoing training program is essential to an effective ministry to boys in the local church.

After initial training, it is advantageous for your leaders to participate in advanced training and refresher courses.

As Brigade chairman, make certain that new leaders receive proper preparation and provide experienced leaders with encouragement and inspiration through further training and contact with other men in Brigade ministry.

Train

All Men in Your Church

Every man in your church should be an effective disciple of Jesus Christ. Many of them will have abilities that would be useful in your church's Brigade ministry. All of them could use encouragement, challenge, camaraderie and appreciation.

As Brigade chairman, you are in a strategic position to minister to the men of your congregation. Therefore you should take part in these training sessions whether as coordinator or participant. The more you understand about boys, the more you can help other men relate to them effectively by both word and example.

Program Leaders

Brigade Orientation Course

This is the basic training course for men who are preparing to take leadership roles in Battalion, Stockade or Tree Climbers. Christian Service Brigade representatives conduct this 4- to 6-hour course at various locations throughout the year. Individual churches may request the course to be held in their area or they may conduct it themselves using the Building Men Instructor's Guide and Building Men leader's text. The course acquaints men with one or more of the CSB programs. Upon successful completion of the course, men receive a leadership emblem to be worn on their uniform shirts and a certificate signifying their qualifications to lead a Brigade program.

Building Men (Leader's Text)

This manual provides all the information necessary for Brigade leaders to run a successful Christian Service Brigade program. It explains all parts of each program and offers guidelines for ministry to boys. Certification tests at the end of the book evaluate the man's understanding of the material.

Inter-church and Regional Training Opportunities

Training leaders is a major part of each Brigade representative's responsibilities. He will hold annual leadership training conferences in some areas. You can also contact him about training specifically for men in your church as well as for evaluation of your program(s) during the program year.

Personal Contact

As Brigade chairman, you have a unique opportunity to minister to the men leading your church's Brigade program. They need your support, encouragement and constructive criticism. Seek opportunities to pray with them for the boys in their groups. Make yourself available to counsel leaders about any program or personal matter.

www.BrigadeLeader.com

Take advantage of the great training and networking resources available at the Brigade Leader website. Check it out at www.brigadeleader.com. Ask other leaders for ideas. Share your "best of" experiences, like theme nights, outings, and service ideas. What else can you think of to share, or that would help you be more effective in your Brigade program and ministry? The site includes a forum in which you can ask for and give input on anything Brigade. Visit the chat room and dialog on issues important to your CSB ministry. Interact with Brigade leaders from across the country.

Train — Key Points

1. Building Men is the training text for all Brigade leaders.
2. The more you understand about boys, the more you as Brigade chairman can help other men relate to them.
3. Once leaders learn the basics about running a Brigade program, they can learn more through advanced training courses.
4. Your CSB field missionary leads training conferences for multiple churches as well as sessions for individual churches; contact him for training needs.
4. Leaders can earn certification status by attending a leadership training conference or by studying Building Men on their own and passing the self-test.
5. It's helpful for leaders in one Brigade program to understand the other programs as well as their own.
6. The Battalion program involves teenage boys as part of the leadership team.
7. Adult Battalion leaders are responsible for training junior (teen) leaders.
8. Brigade leadership concepts can help fathers build their relationships with their sons.
9. As chairman, you will counsel Brigade leaders in a variety of areas, such as program activities, understanding and relating to boys, presenting the Gospel and discipline.

Some men have a natural affinity for working with boys. Others may easily use the materials to teach a skill or lesson. Some are great storytellers. Still, they all can benefit from training in all aspects of their Brigade ministry. Build a great team of men who work well together to impact boys positively for Christ.

Plan and Evaluate

If the Brigade program in your church does not fulfill the goals established for it, it's not being effective in ministering to the boys of your church and community.

As Brigade chairman, you are responsible for setting overall goals in consultation with the Christian education leadership of the church, evaluating the program against those goals and taking steps to correct any deficiencies.

Plan and Evaluate

Coordinate Planning

Stockade and Battalion

Motivating busy men who are involved in weekly meetings to set aside additional time for planning can be difficult but it is important. Hold a planning meeting before the new program year begins. Include time for prayer and encouragement. Discuss schedules and special events which everyone needs to know about. Set aside time for the men to start putting together the first few meetings if they haven't met in their own groups before this.

Although the key program leaders are responsible for planning in their own groups, ask about their progress. Encourage all your leaders to participate and be fully ready every time they meet with the boys.

Tadpoles and Tree Climbers

Planning for Tadpoles and Tree Climbers meetings is done by the fathers at the beginning of the program year. Either the Brigade chairman or the Tadpoles and Tree Climbers coordinators organize and lead this preparation.

Plans for individual meetings are in the Tadpoles and Tree Climbers books. The program coordinators should encourage fathers to lead different parts of each meeting, helping them learn how when necessary.

Coordinate Local Activities

1. Tadpoles, Tree Climbers, Stockade and Battalion

Occasional meetings will involve all the leaders and boys in your church's Christian Service Brigade ministry. These include a Brigade banquet or a special church service. As Brigade chairman, you can initiate such plans and delegate responsibilities to other members of the leadership team.

2. Brigade Month

Christian Service Brigade encourages highlighting the Brigade ministry at your church during Brigade Month, usually February. As Brigade chairman, plan special activities publicly recognizing your leaders and boys.

3. Father-Son Activities

Activities planned especially for fathers and their sons provide an effective way to contact the fathers of unchurched boys in your Brigade ministry. They also provide opportunities to foster closer relationships between Christian fathers and their sons.

Evaluate Programs

In order for you as Brigade chairman to evaluate the effectiveness of any Brigade program, take advantage of training for all leadership roles. You can take part in training sessions you set up with your Brigade field representative; you can study the Building Men Instructor's Guide and lead the training yourself; or you can study Building Men on your own.

Besides learning about the Brigade ministry, to guide and counsel other leaders you should understand its philosophy and aims plus how your church runs the programs.

Christian Service Brigade's overall purposes are listed below. Evaluate your program's effectiveness against these objectives:

1. To provide men a context in which they can make friends of boys and influence them for Christ.
2. To help boys develop a positive concept of Christian masculinity.
3. To provide the church with a dynamic means of outreach and evangelism to boys and their families.
4. To strengthen boys' relationships to the local church.
5. To offer boys the opportunity for leadership training and experience.

Hold an end-of-year meeting to evaluate the results of your program for the year. The Evaluation Guide in the appendix (page 33) is helpful in this process. As Brigade chairman, visit meetings several times during the year to see how things are going. Offer counsel or suggestions as appropriate.

Keep in mind that there are two separate aspects of the Brigade ministry to appraise.

The most important by far, but the most difficult to measure, is the spiritual impact of the program on the lives of men and boys. What differences do you notice in boys' lives this year?

Evaluate the program details and activities. While carefully planned and executed meetings do not guarantee spiritual results, sloppy ones definitely can detract from the ministry. The boys in your Brigade program deserve the best you and your leaders can give.

Plan and Evaluate — Key Points

1. The effectiveness of the Brigade ministry depends on everyone in a leadership position.
2. As chairman, you call and lead a general planning meeting before the new program year; after that, program leaders are responsible to meet and plan their own group's details.
3. The main purpose of Brigade programs is to provide men with materials and opportunities to win boys to Christ and guide them as they grow into effective disciples for the Lord.
4. The Brigade chairman initiates plans for activities combining more than one CSB program.
5. Father-son activities are a worthwhile and effective part of the Brigade ministry.
6. A wise Brigade chairman learns as much as he can about each Brigade program and the roles leaders, materials and activities play in reaching and teaching boys.
7. Visit meetings occasionally to see what is happening, how leaders work together, and how relationships are developing among leaders and boys.
8. The most important element of the Brigade program is the godly relationships leaders develop with boys.
9. As chairman, plan for and carry out special recognition of your Brigade ministry's leaders and boys.
10. At the end of the year, prayerfully and objectively evaluate the impact your Brigade programs had on boys, on leaders, on families and on your church; plan ways to make this ministry the best it can be.

Plans run best when all your leaders understand their roles as well as the goals of a lesson or activity. Men can adapt more easily together with the goals and original plans in mind. Evaluating success and effectiveness, or lack of them, helps leaders prepare better next time.

APPENDIX

This section provides supplementary information. Some of this applies only to specific situations you may not be involved in at this time. You will find other material helpful in fulfilling your role now.

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Refer to this section if your church has not had a Brigade program at any time in the past.	
Reorganizing an Inactive Group	28
Refer to this section if your church has had a Brigade program in the past but has not run one for at least one year.	
Adding an Additional Program	28
Refer to this section if your church has had one program and wishes to add another.	
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ORGANIZING A NEW GROUP

If your church has never had a Brigade ministry before, follow these guidelines.

Tadpoles Recruit fathers to bring their children and share leadership roles. Plan your schedule. Send your completed Working Agreement application and Leaders' Membership form (which accompanied your Tadpoles preview manual) to the CSB office. Order materials.

Tree Climbers Recruit fathers to bring their children and share leadership roles. Plan your schedule. Send your completed Working Agreement application and Leaders' Membership form (from your Tree Climbers preview packet) to the CSB office. Order materials.

Stockade Recruit men and familiarize them with the materials and their leadership roles. Plan your schedule. Send Working Agreement application and Leaders' Membership form to the CSB office. Order materials for leaders and boys.

Battalion Recruit men and familiarize them with the materials and their leadership roles. Plan your schedule. Send Working Agreement application and Leaders' Membership form to the CSB office. Order materials for leaders and boys.

REORGANIZING AN INACTIVE GROUP

Notify the CSB office that you are reactivating your church's Brigade ministry. Follow the guidelines above.

ADDING AN ADDITIONAL PROGRAM

Order the appropriate preview materials and follow the guidelines above. Your church's current Working Agreement covers all its CSB programs. Include your new program's leaders on your Leaders' Membership form.

RECRUITMENT TIPS

LEADERSHIP GUIDELINES

Use the following guidelines in selecting men to recruit for specific leadership positions. These criteria are in addition to the general standards presented on pages 14-16.

Captain (Battalion)

- Capable of planning effectively and carrying out plans
- Capable of delegating responsibility to others
- Capable of supervising the work of others
- Understands and accepts other men and teenage boys
- Accepted by other men and teenage boys
- Capable of providing spiritual counsel to teenage boys
- Capable of leading Bible explorations and other activities

Lieutenant (Battalion)

- Accepts direction from others
- Understands and accepts teenage boys
- Accepted by teenage boys
- Capable of providing spiritual counsel to teenage boys
- Capable of leading Bible explorations and other activities

Chief Ranger (Stockade)

- Capable of planning effectively and carrying out plans
- Capable of delegating responsibilities to others
- Capable of supervising the work of others
- Understands and accepts other men and junior-age boys
- Accepted by other men and junior-age boys
- Capable of providing spiritual counsel to junior-age boys
- Capable of telling Bible stories and leading other activities

Ranger (Stockade)

- Accepts direction from others
- Understands and accepts junior-age boys
- Capable of providing spiritual counsel to junior-age boys
- Accepted by junior-age boys
- Capable of telling Bible stories and leading other activities

Tadpoles/Tree Climbers Coordinator

- Capable of motivating men
- Capable of delegating responsibility to others
- Capable of telling Bible stories and leading discussions with young children
- Capable of organizing people and programs
- Understands needs of fathers.

JOB DESCRIPTIONS

Make copies of these job descriptions for the men you seek to recruit for leadership positions.

Captain (Battalion)

As captain you will coordinate the entire Battalion program for boys in grades 7-12 (ages 12-18). You may delegate a portion of your responsibilities to another individual and share others on a rotating or assignment basis. You are not expected to do everything yourself. Assistants will be a great help to you.

You will normally be responsible for the following activities:

1. Training junior leaders
2. Conducting monthly planning meetings
3. Conducting weekly meetings involving:
 - a. Bible explorations, talks or stories
 - b. Games
 - c. Presentations related to achievement requirements. The Battalion achievement program is general in nature, dealing with a variety of skills. The subject matter is explained clearly, but you may wish to enlist other men with appropriate skills to assist you.

Lieutenant (Battalion)

As the lieutenant you will be expected to lead in Battalion under the direction of the captain. Some of your specific responsibilities are:

1. Present Bible explorations, talks or stories
2. Conduct games
3. Make presentations related to achievement requirements. The Battalion achievement program is general in nature, dealing with a variety of skills. The captain will naturally call on your expertise whenever appropriate.
4. Counsel teenage boys concerning their spiritual and other needs.
5. Attend planning meetings.
6. Take part in outings and special activities.

Chief Ranger (Stockade)

As chief ranger you will coordinate the entire Stockade program for boys in grades 3-6 (ages 8-11). You will direct a staff of rangers in their ministry to boys. The following are your specific responsibilities:

1. Conduct planning meetings.
2. Conduct weekly meetings involving:
 - a. Bible talks and stories
 - b. Games
 - c. Post time, during which each ranger meets with a small group of boys to work on achievement-related projects.
3. Conduct special meetings and outings.
4. Maintain attendance and achievement records.
5. Counsel boys concerning spiritual and other problems.

Ranger (Stockade)

As a ranger you will lead a small group of boys in grades 3-6 (ages 8-11) under the direction of the chief ranger. Some of your specific responsibilities are:

1. Lead your small group of boys during Post Achievement in projects related to achievement requirements.
2. Present Bible talks and stories.
3. Conduct games.
4. Counsel boys concerning spiritual and other problems.
5. Attend planning meetings.
6. Take part in outings and special activities.

Tadpoles/Tree Climbers Coordinator

As coordinator of a Tadpoles or Tree Climbers program you will direct the activities of the group and encourage and support the fathers. Your specific responsibilities include:

1. Conduct weekly or biweekly meetings consisting of the following activities:
 - a. Games
 - b. Craft projects done by father-child pairs
 - c. Stories, discussions, singing, puppet plays or other creative devotionals.
2. Be responsible for the devotional.
3. Recruit fathers and, when necessary, surrogate fathers, for kids whose fathers are unable to participate.

Tadpoles/Tree Climbers Fathers

As a father in a Tadpoles or Tree Climbers program, your prime responsibility is to be involved with your child. As part of this group, you will be expected to:

1. Attend meetings regularly with your child.
2. Share in the leadership of crafts and games. Work with your child in the preparation, using meeting outlines from the book. Father-child pairs normally take turns leading these parts of the meeting.

PRINCIPLES OF LEADERSHIP RECRUITMENT

Foundation: A man will serve to the same degree of effectiveness with which he was recruited.

1. Pray for God's men. Matthew 9:36-38
2. Select qualified men. 1 Timothy 3:8-13
 - a. Do not select a spiritually immature man unless he can be closely supervised by another to give him needed help. Leadership quality for boys should be maintained even while a leader is being developed.
 - b. If you feel someone is God's man for the job, ask him regardless of how busy he is.
 - c. Men with special skills or hobbies, fathers of boys in the program and young men who have just graduated from Battalion are all good prospects.
3. Approach candidates carefully, emphasizing challenge. Mark 1:14-18

4. Make sure the cost is counted. Luke 14:25-33
 - a. Be prepared to give him a job description in terms he can understand.
 - b. Estimate the amount of time involved for the job itself along with the term of service you are asking him to accept.
5. Ask for a definite decision. Luke 9:62
 - a. Encourage prayer.
 - b. Encourage sharing the decision with his wife.
 - c. Indicate a time by which you will need his decision.
6. Follow up on the decision. Philippians 1:3-6
 - a. Approach the candidate again after a time you both agreed upon if he hasn't contacted you before then. If he says no, respond cheerfully, being confident that the Lord has another man in mind.
 - b. If the candidate agrees, stay in touch with him. Invite him to training sessions and provide him with training materials.

PREVENTING LEADERSHIP TURNOVER

Sound recruiting is an important way to ensure that men will continue to serve in your Brigade ministry. The less turnover in leadership, the fewer your recruitment needs. Limited changes mean that leadership teams develop better effectiveness together. The following factors also contribute to leadership constancy:

1. Spiritual results in your program
 - a. A boy accepts salvation through Christ and needs follow-up, motivating leaders to continue serving.
 - b. Spiritual results in the program promote encouragement and positive attention from the church.
2. Knowledge of what is happening in the ministry by leaders' families
 - a. Involve wives socially in connection with planning meetings.
 - b. Express appreciation to wives for supporting their husbands' Brigade ministry.
 - c. Encourage wives to contribute in areas they enjoy: sending mailings, making posters, working on publicity, getting to know boys' families, etc.
 - d. Suggest that leaders occasionally meet with their groups of boys in their homes for planning, achievement or recreation.
3. Develop church support.
 - a. Emphasize spiritual results in bulletin announcements and special services. Interview men or boys and ask for their testimonies.
 - b. Encourage church leadership to express appreciation for Brigade leaders' ministries.
 - c. Promote understanding of the nature of your Brigade ministry during and outside of the weekly meetings.
 - d. Encourage your leaders not to overextend themselves with multiple church responsibilities and encourage the church to appreciate their reasons for doing so.

Evaluation Guide

Have all your leaders been trained and can they refer to Building Men when they have questions?

How many of your leaders have completed basic leadership training? How many have participated in advanced training?

When was the last Brigade leader training conference men from your church attended? When is the next conference? Have you contacted your CSB regional director about training for your men?

How often is your congregation updated about your Brigade ministry?

Is the congregation aware of needs to pray for and opportunities support your leaders and their groups?

Do the leaders meet consistently to plan regular meetings and special activities such as field trips and campouts?

Is achievement progress being made at all levels of the program?

How well is your Brigade ministry planning activities and use of facilities with other church programs?

Are boys and leaders involved in summer camping programs?

Are boys challenged to participate in other areas of church life?

Are your leaders being encouraged and inspired by our leadership magazine?

Are program fees and bills for materials being paid promptly?

Is the church supporting the CSB ministry financially?

Have the support needs of your field staff representative been communicated to the church for prayerful consideration?

In what ways could your Brigade ministry more effectively impact boys, leaders, families, your church and your community?

BRIGADE CHAIRMAN'S CALENDAR

JULY-AUGUST

1. Schedule a planning and evaluation meeting.
2. Conduct training for new leaders and establish dates for next year's training.
3. Order supplies for training sessions and new leaders.
4. Present the proposed budget to the Christian Education Board or other appropriate committee.
5. Order supplies for boys' meetings.
6. Discuss the church's financial commitment to the CSB ministry with church leadership.
7. Announce initial program meeting date to congregation.

SEPTEMBER

1. Conduct a fall kickoff activity for all men and boys of the church.
2. Pass along information to program leaders.
3. Encourage men to attend Brigade men's conferences to be held near you.
4. Send completed Leaders' Membership Form to CSB office.
5. Order needed supplies.

OCTOBER

1. Visit at least one weekly meeting.
2. Meet informally with some leaders and discuss their evaluation of their CSB ministry.
3. Make sure every boy has the appropriate Adventures or Trails book.

NOVEMBER

1. Review plans for December, January and February with leaders.
2. Meet informally with some more leaders and discuss their CSB ministry.
3. Order materials as needed.
4. Share prayer needs with the pastor and congregation.

DECEMBER

1. Start planning for Brigade Month (February) recognition with pastor and leaders.
2. Meet with additional leaders to discuss their CSB ministry.
3. Visit at least one weekly meeting.
4. Encourage leaders to visit boys' homes during the Christmas holidays.

JANUARY

1. Finalize plans for Brigade Month. Check progress on program, promotion and arrangements.
2. Continue meeting with leaders on an individual basis.
3. Continue visits to weekly meetings.

FEBRUARY

1. Coordinate and conduct Brigade Month events.
2. Review with key leaders their successes and problems so far and their plans for the rest of the program year.
3. Share praises and prayer needs with the pastor.
4. Order materials as needed.

MARCH

1. Encourage men and boys to spend time at the Brigade camp near you.
2. Meet informally with more leaders and discuss their evaluation of their ministry.
3. Evaluate the effectiveness of your leaders as a group. What are their strengths? Weaknesses? Which men need special counsel?
4. Visit at least one weekly meeting.

APRIL

1. Ask for leaders' commitment to continue in this ministry next year.
2. Determine leadership vacancies that need to be filled.
3. Continue to promote summer camp.
4. Visit at least one weekly meeting.
5. Advise the congregation of leadership needs for next year.

MAY

1. Recruit new leaders for next year.
2. Review plans for June, July and August with key program leaders. If you do not have regular meetings during the summer, plan occasional outings to provide contact between men and boys.
3. If necessary, make transportation arrangements for boys going to camp.
4. Evaluate your Brigade programs over the last three months with leaders from each group.

JUNE

1. Establish dates for training of new leaders.
2. Order training and annual program resource materials.

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Everything you need to guide and direct CSB in your church!

As Brigade Chairman, you are in a strategic position to minister to the men and boys of your congregation.

Here is the material you need to be an effective chairman. It is a great tool to keep your ministry going well.

The Brigade Chairman's Handbook not only guides you through the details of your calling, but also reminds you how well you are doing.

I believe your Brigade programs will advance dramatically by using this material.

May God get all the glory through your commitment to serve Jesus Christ and your ministry to men and boys in Christ.

*Lamar Houser,
Brigade Chairman
Elkton, Maryland*



Christian Service Brigade
Hamburg, New York • Ottawa, Ontario