



UNIT ADVOCATE

— HANDBOOK —



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Authored by CSB Ministries

Edited by Joel Fiscus, Scott Haima, & Arden Musselman

Layout and Cover: Noah Witt

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WELCOME

Welcome to the CSB Alumni Association Unit Advocate Team!

As a Unit Advocate, you will grow as you develop relationships with men you may already know or will meet for the first time. You may live nearby and can occasionally connect with the leaders in person. Or your relationship may be forged entirely online through encouraging emails and phone conversations, or by video conference calls. But we can assure you, as a Unit Advocate your encouragement to these men will contribute to the health of the CSB unit or units you will be serving. The power of prayer and encouragement cannot be overestimated.

We have included helpful information such as the Ministry Description, which gives an overview of the Unit Advocate role. Also, you will find additional guidelines on ways to facilitate your relationship with your unit and ways to encourage and support them.

We are here to support and encourage you in this important role. You will find the contact information for the National Office, our current field staff, and Joel Fiscus, team lead for this initiative in the resource section.

Thank you for giving us your short bio and Brigade story. This will help introduce you to your unit Chairmen and Leaders. Your monthly updates to the Regional Director or another CSB staff person will enable CSB to serve our local units well.

We would love to get your feedback and ideas on how to improve this new initiative. At the end of each ministry year we will send out a survey for you to tell us how the year went. We will send out periodic updates to the Unit Advocates, from time to time to keep you informed.

Please feel free to contact me with any questions.

Bright and Keen for Christ,

A handwritten signature in black ink that reads "Joel W. Fiscus". The signature is fluid and cursive, with the first name "Joel" being the most prominent.

Joel W. Fiscus

Vice President
of Field Staff, Training and Alumni



MINISTRY DESCRIPTION FOR CSB UNIT ADVOCATE

BUILDING GODLY MEN OF TODAY AND TOMORROW

Vision:

Unit Advocates assist Regional Directors with their respective units as they build relationships with and encourage unit leaders and chairmen. Working together to effectively serve churches in building godly men of today and tomorrow.”

Role Description:

The responsibilities of this position can vary greatly depending on the needs and situation of each unit:

- **Build relationship with Chairman and leaders:** Forge a relationship with your leaders through encouragement, regularly connecting with them, occasionally visiting (if in close proximity to the unit.)
- **Build trust with Chairman and leaders:** Forge trust with your leaders by praying with and for them often, especially asking how best to pray for them. Ask good questions, then let them talk. Be an active listener, willing to listen to their challenges.
- **Share your experiences:** Once a relationship and trust is built, share your stories, experiences and advice. Offer to visit the unit, if possible. Indicate your willingness to give a Story Circle or Council Ring. If invited, consider going on a field trip or camping trip with them. Be a guest speaker on a topic you are knowledgeable about.

Qualifications:

- Demonstrate maturity, desiring to model and influence men so they may be more effective in discipling the next generation. (Philippians 3:12-14)
- Affirm the CSB Standard of Faith
- Able to lead and motivate men with good people skills
- Willing and able to speak publicly on behalf of CSB
- Committed to working in coordination with a Regional Director
- Agree to background check

Accountability

- CSB Ministries Unit Advocates report and are accountable to a CSB Regional Director. They may be required to report directly to the Director of Field Staff in certain situations.

GUIDELINES

FOR UNIT ADVOCATE POSITION

"Outside of a life in service to those around us and to our Creator, there is no life. You will never find true purpose, true peace, or true fulfillment outside a life lived in the shadow of the King."

- Troy Meeder

Thank you for serving as a Unit Advocate. One of the biggest mistakes we can make is to assume that our role is not that important to the leaders with whom we build a relationship as a Unit Advocate.

The primary difference between a teacher and a mentor is a relationship. Faith-based mentoring (Discipleship) is necessarily *relationship-centric* while being a teacher is *content delivery-centric* and may or may not be relationship-centric

"It takes a relational environment for truth to become transformational!"

- Vince D'Acchioli

Here are some quotes that speak to our purpose.

"Does God really call any of us to become spectators in life? The great tragedy in our nation is that we have told two generations of seniors to "pass the baton", and they have. Now we are realizing what we have lost and are desperately trying to figure out how to get them back on the track and in the race with us.

The greatest loss in the current day church is not the lack of younger generations. It is the perceived lack of value of the encore generation – seniors! A recent study, as cited in the New England Journal of Medicine stated the most productive years of life are the years between 60 and 70 years of age. The second most productive years are between 70 and 80 years of age and the third is from 50 to 60 years of age."

- Chuck Stecker

Every leader sometimes feels lonely, defeated, discouraged, confused about what to do to be more effective. They occasionally need advice or just a listening ear. Most of you have been a Brigade leader yourself, and even if you aren't familiar with our current resources, you know what worked and what didn't work for your own unit.

Below are some guidelines about how to maximize your role to effectively be a Unit Advocate to a local church unit.

- **Build a relationship with your chairman and leaders**
 - Not all of the leaders or chairmen may be receptive to building a relationship, so build a relationship with those whom you can
 - Building relationships with the key leader for each program can be a real game-changer to their effectiveness or continuing to serve and support their unit
 - Connecting monthly, at a minimum, is recommended
 - Ways to build relationships:
 - Send encouraging emails
 - If possible, offer to give a Story Circle or a Council Ring, in-person or virtually
 - Connect with the key leaders and/or chairman, in person if possible or by zoom hangout as deemed appropriate
 - Invite them to reach out to you as needed (be sure they have your contact information)
 - Ask them how their planning is going, how their campout went, if they need additional leaders, etc.
 - Ask them what their biggest needs and challenges are
 - Let them know you are praying for them
- **Build trust with your chairman and leaders**
 - Building trust allows your leaders to share their

People don't care what you know until they know that you care."

- John Maxwell

concerns, joys, prayer requests and struggles with you

- Ways to build trust:
 - Give them your phone number
 - Prayer is essential
 - Invite them to send you the first names of all of their leaders and the boys or young men who are part of their unit. Commit to pray with him for them. When you connect with them, ask them about how God is answering prayers and are there any updates as you pray for this unit.
- Be a good listener:
 - There will be plenty of opportunities to offer advice to their unit; but begin by listening
 - Ask open-ended questions that will help you better understand what they are communicating. See “Starter Questions for Conversation” in the Resources section of this manual.
- Seek to understand what their felt needs are and consider how those needs might be met or pursued

There is a difference between listening and waiting for your turn to speak.

- Simon Sinek

- **Share your experiences**
 - Share your own Brigade story of how it impacted you
 - Share stories that relate to their leaders’ concerns
 - Be careful not to engage in conversations about Brigade in the *good old days*. Discuss how we all can help CSB thrive right now.

- **Reporting**
 - As a Unit Advocate, we are encouraging you to connect monthly with your chairman/leaders
 - Plan to complete the reporting form monthly and send it to your Regional Director or to another specified person
- **Additional Assistance**
 - If you are not familiar with how registration works, what current resources we offer, or other topics, please refer them to the National Office or to a Regional Director. See “CSB Staff Contact List” in the Resources section of this manual.
 - If you believe they are at risk of dropping their program or you have another concern you believe we should be aware of, please contact the National Office or the VP of Field Staff, Training, and Alumni
 - Note: If you don’t receive a reply after several attempts to reach your chairman/leaders, please email or call the VP of Field Staff, Training, and Alumni

"Thus Joseph, who was also called by the Apostles, Barnabas, (which means son of encouragement), a Levite, a native of Cyprus."

- Acts 4: 36

"...for they refreshed my spirit, as well as yours."

- I Corinthians 16:18

CSB MINISTRIES

CHILD PROTECTION POLICY

Definitions

Staff Member: Any employee, board member, staff associate, area staff assistant, unit advocate, or intern of CSB Ministries.

Unit: A CSB Member church that runs a CSB program.

Unit Event: Any event or outing in which one or more units participate.

Unit Leader: Any adult leading or assisting at a unit.

General Guidelines

CSB Ministries staff members are expected to display consistent biblical values and morals at all times. Staff members are expected to provide a good example and not engage in any behavior or conversation that could lead children into inappropriate conduct or be interpreted as such. ("But among you there must not be even a hint of sexual immorality..." Eph 5:3 NIV)

Rules of Conduct

The following rules of conduct shall be followed at all times when a staff member is representing CSB Ministries, unless the staff member is at his home church where he serves as a unit leader in which case his church's child protection policies should be followed.

1. When a staff member visits any unit, the staff should be in the presence of another adult at all times. In the event that a unit leader requests that the staff member assists with the program, the staff member may agree but should indicate to the leader that a unit leader should be present with the staff member.
2. Staff members are expected to refrain from using any language, speech or actions that may have a sexual meaning, that is suggestive, off-color, lewd or that is otherwise inappropriate.
3. Staff members should refrain from any physical contact with minors that could be deemed as inappropriate.
4. Staff members are expected to avoid using literature, videos, music or any other media in units or at unit events that have lewd or sexual content. Workers are expected to avoid any physical touching or activity that might produce an appearance of impropriety. ("Beloved, I urge you as sojourners and exiles to abstain from the passions of the flesh, which wage war against your soul." 1 Pet 2:11 ESV)
5. Staff members should not be involved in the discipline of any minors while visiting a unit or a unit event.

Reporting Suspected Abuse

All staff members should be familiar with their federal, state or provincial and local laws regarding the reporting of suspected child abuse. In the event that suspected abuse is reported to a staff member, the following guidelines should be followed:

1. If the report is from an adult or leader of a unit, refer the person to their church's administration and church policies. Inform the person reporting the concern about any applicable laws that should be followed. Follow up with the person to ensure that they completed the necessary steps for reporting suspected abuse.

2. If the report is directly from a minor who a staff member suspects has been abused, refer to the above referenced laws for the reporting of suspected abuse. Report suspected abuse to the proper authorities based on state or provincial laws.
3. Staff members should immediately inform the president or national field director of CSB Ministries upon receiving a report of suspected abuse. No discussion shall take place with any other staff members, unit leaders, parents or other persons apart from the party making the report. Reports should be kept confidential.

Background Checks

Every staff member is required to submit to federal, state or provincial and local criminal background checks. Background checks will be conducted prior to employment and may be conducted annually, but will be conducted no less than every five (5) years.

RESOURCES

Starter Questions for Conversation

- Tell me how you got involved as a Brigade Leader
- Why are you volunteering as a Brigade Leader?
- What are your greatest struggles as a leader?
- What are your unit's greatest struggles?
- What would you like to see change to make your unit more effective? Is there anything I can do to assist you in achieving that goal?
- How can I pray for you, your leaders, the young men and boys in your unit?
- Would you like for me to give a story circle or a council ring sometime?
- Here are some areas where I am qualified if you would like for me to be a guest for sharing in Stockade Modules or Battalion Missions

CSB Staff Contact List

- Delaware Valley and Capital Regions: *Arden Musselman*: 610-913-8413 amusselman@csbministries.org
- North California and Pacific Northwest: *David Gregg*: 510-209-3678 dgregg@csbministries.org
- Ohio Valley: *Dale Kinkade*: 330-898-2137 (home) 330-718-6272 (cell) dkinkade@csbministries.org
- NJ/NY Metro & Texas Regions: *Dennis Thompson*: 209 988 8800 dthompson@csbministries.org
- Southwest, Midwest, New England, and NorthCentral: *Joel Fiscus*: 484 222 4074 jfiscus@csbministries.org

- **CSB Ministries Tools/helps for leaders:**
- Brigade Leader is the online community for all Brigade leaders. www.brigadeleader.csbministries.org
- Promotion materials, including leader recruitment flyers - are free downloads on our website: www.csbministries.org/promotional-resources/
- Valor Conversations website: www.csbministries.org/valor-conversations-podcast/

Standard of Faith:

- We believe in the Scriptures of the Old and New Testaments as verbally inspired by God and inerrant in the original writing, and that they are of supreme and final authority in faith and life.
- We believe in one God, eternally existing in three Persons: Father, Son and Holy Spirit.
- We believe that Jesus Christ was begotten of the Father, conceived by the Holy Spirit, born of the virgin Mary, and is true God and true man.
- We believe that man was created in the image of God; that he sinned and thereby incurred not only physical death, but also spiritual death which is separation from God; and that all human beings are born with a sinful nature and are sinners in thought, word and deed.
- We believe that the Lord Jesus Christ died for our sins, according to the Scriptures, as a representative and substitutionary sacrifice; and that all who believe in him are justified on the ground of his shed blood.
- We believe in the resurrection of the crucified body of our Lord, in his ascension into heaven, and in his present life there for us, as High Priest and Advocate.
- We believe in the personal and imminent return of our Lord and Savior, Jesus Christ.
- We believe that all who receive by faith the Lord Jesus

Christ are born again of the Holy Spirit, and thereby become children of God.

- We believe in the bodily resurrection of the just and the unjust, the everlasting blessedness of the saved and the everlasting punishment of the lost.
- We believe that God has established marriage as a lifelong exclusive relationship between one man and one woman and that all intimate sexual activity outside the marriage relationship whether heterosexual, homosexual, or otherwise, is contrary to God's design. We believe that God created the human race male and female and that all conduct with the intent to adopt a gender other than one's birth gender is contrary to God's design.



CHRISTIAN SERVICE BRIGADE

A component of CSB Ministries

P.O. Box 1010
Hamburg, NY 14075
tel: 800.815.5573
office@csbministries.org
csbministries.org

1000 Stormont Street
Ottawa, ON K2C 0M9
tel: 613.225.3689
office.ca@christianservicebrigade.ca
christianservicebrigade.ca

SKU# 323620 1