TO ALL PRIESTS AND RELIGIOUS WORKING IN THE ARCHDIOCESE OF LAGOS, AND
THE LAY FAITHFUL

Dear Msgri./Frs., Brothers and Sisters in the Lord,

2020 Leading for Mission Train the Trainers

Regional Volunteer Training Facilitators

The Archdiocesan Parish Guidelines Implementation and Monitoring Team is seeking Volunteer Training Facilitators from each of the four regions of the Archdiocese to implement the Workshop "Leading for Mission" - designed to enhance the leadership skills of all current and future lay leaders in the Archdiocese. There will be a Train the Trainers for all volunteers. Each Parish Priest is requested to kindly send the curriculum vitae of two qualified persons based on the following understanding of the role of Training Facilitators:

• The facilitator has a wide range of tasks to perform in order to 'make things easier' for people who participate in a facilitated discussion learning:
  • Support individuals within a group in understanding their common objectives.
  • Help people collectively move through a process.
  • Structure conversations and apply appropriate group facilitation techniques to keep discussions effective.
  • Foster participation and get people to come up with ideas, thoughts and perspectives that add value.
  • Get all individuals in the room to feel like they are in a group with a shared interest."

Goal:

The goal is to train teams of deanery and regional volunteer facilitators to deliver "Leading for Mission" workshops in the Archdiocese.
Values to be demonstrated and inculcated across all sessions:

- **Diligence** - Obedience, discipline, endurance, and attention to detail to do a job well and live a good life. Concern for both the quality and quantity by working both hard and smartly. Of work deal with issues such as being adequately prepared for roles, right-fit, working for the audience of one. Competing amongst those who do the work rather than amongst those who take the credit.
- **Integrity** - higher moral standards than others. Concern for excellence also in areas only visible to God. Working for the audience of one - before God, in the presence of God, in God's name and for God's glory. How we do what we do is as important as what we do. Deal with issues such as stealing, lying, power struggles, bringing/putting other people down, cheating, duplicity, drawing attention to self, etc.
- **Eternity** - We work for eternal reward and not worldly reward. We work to honour Christ first before our human leaders. We work with integrity and diligence with our eyes focused on eternity so we can proclaim with Paul, I have fought the good fight, I have finished the course, I have kept the faith.
- **Servant Leadership** - Finding joy working towards something much greater than oneself; using personal gifts and capabilities for the benefit of others and drawing attention to Christ rather than to oneself.
- **Equality and Fairness.**

Content of Training

a. **Leading Self and Others**
   - Developing Self Awareness
   - Developing a Personal Stress Management Plan
   - Solving Problems for Mission
   - Communicating Supportively
   - Gaining Credibility and Influence

b. **Leading Teams and Groups**
   - Leading Teams and Groups for Mission
   - Delegating for Mission
   - Empowering and Motivating for Mission
   - Managing Conflict
   - Leading Positive Change
• Running Effective Meetings

Dates:
Batch 1:
February 28 and 29
March 27 and 28

Batch 2:
April 24 and 25
May 29 and 30

Venue: as arranged in each region with the regional Priests Coordinators.

Participants: Each Parish is expected to send two volunteer facilitators to the training. The Parish is expected to cover the cost of the training of the volunteer facilitators. The potential Training Facilitators could meet one or more of the following:

- Have previous experience as trainers in the areas of management and leadership.
- Have previous experience as middle to top-level managers and leaders in medium to high scale organizations or as owner managers.
- Have experience in facilitating discussions and engendering participation and/or consensus.
- Knowledge and Practice of the Catholic Faith and Servant Leadership.

Curriculum Vitae of volunteer facilitators should be sent to the following Priests Regional coordinators before January 30, 2020.

Lagos Region: Fr Julius Olaitan - frjuliusolaitan@yahoo.com 0802 313 5237
Badagry Region: Fr Melvis Mayaki - melonaivi@yahoo.com 0703 386 8786
Ikeja Region: Fr Stephen Akinsowon - styvakins@yahoo.com 0803 868 8853
Lekki Region: Fr Leo Gaber - frleogarber@yahoo.com 0909 955 5202

Signed

+ Alfred Adewale Martins
Archbishop, Metropolitan See of Lagos