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## Equipping For Ministry

*Phase III*

# Evangelism Training Manual

For Leaders

***Evangelism Training Manual, For Leaders  
Equipping For Ministry***

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NOTE: In an effort to recognize that both men and women are co-heirs of God's grace, we have chosen to use alternating gender pronouns in this document. However, we do recognize and embrace gender-specific roles in Scripture.

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# **A Welcome from WDA's President**

Worldwide Discipleship Association, Inc.

Hello Friend!

Let me congratulate you on your decision to learn more about ministering to others in the name of Jesus Christ. This decision is critical in your continued growth as a disciple.

Learning how to effectively communicate the gospel is an essential part of growing as a Christian, but often, Christians are hesitant to share the gospel because of a lack of skill and knowledge, or because of fear of rejection. This resource will help you understand the gospel, prepare your testimony, answer common questions people ask and communicate the gospel.

My prayer and confident belief is that "he who began a good work in you will carry it on to completion until the day of Christ Jesus" (Philippians 1:6) so that He is able "to present you before his glorious presence without fault and with great joy." (Jude 1:24) To Him be glory and praise!

May God richly bless you as you strive to grow in Him.

A handwritten signature in black ink, appearing to read 'B. Dukes'.

Bob Dukes  
President, Worldwide Discipleship Association  
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## Evangelism Training Manual

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## How To Use This Manual

**The goal of this manual is to train Christians to effectively communicate the gospel.** Ideally, these Christians should have a consistent, stable relationship with God, have a regular personal devotion time, faithfully attend a Bible study (or other small group), seek fellowship with Christians, and begin to show concern for friends and relatives who are not Christians. (See WDA's website: [www.disciplebuilding.org](http://www.disciplebuilding.org) for more information on progressive disciple building. Evangelism training is part of Phase III, Equipping For Ministry.)

**There are 15 sessions in this manual.** We realize this is quite long. Please remember that you know the needs of your disciples, and you should plan accordingly. We are making suggestions based on our experience. Some of the sessions are lecture-oriented while others are more interactive.

**There are homework assignments for some sessions,** and it is *very* important that disciples complete the assignments. In each case, the following session is based on the content of the assignment, and if the assignment is not completed, it will negatively affect the session. The suggested assignment sheet is located just before Session #1.

The **Teaching Outlines** are for you, the leader, to formulate a lecture, design a discussion, or create another type of interactive session. For some subjects there are also **Pocket Principles®**, **Handouts** and **Guided Discussions**. Instructions to you are in *italics*. Content for you to teach to the disciples is in regular type. *It is critically important that you read all leaders' notes provided in this Manual.*

**Each disciple will need to purchase the *Evangelism Training Workbook*.** The workbook includes all of the Teaching Outlines, Pocket Principles®, Handouts and Guided Discussions along with all of Addendum B. However, the workbook does not include the Notes to the Leader, answers to the Guided Discussions or Addendum A. *Also, note that documents in the Student Workbook will have the same page number as corresponding documents in your Manual.* You may need to explain to your disciples that they will have some missing page numbers and Sessions, because those pages are only for you, the leader.

**Each disciple also needs to purchase *More Than a Carpenter* by Josh McDowell.** This book has had many printings and is considered a "classic" in the area of basic, "user-friendly" apologetics. It will be used in the Apologetics section of this Manual, Sessions 10 to 15.

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When learning evangelism skills, actually doing evangelism, not just hearing teaching about it, is very important. Thus, the role of the Life Coach (Leader) in the life of a disciple is very important. *You, the Life Coach, need to make sure that the disciple has numerous opportunities to share his testimony and his faith* so this will become a part of his lifestyle. Addendum A will help you decide what kind of field training experience is appropriate for your group.

There are many effective gospel presentations. We have included a list of suggested presentations that we believe cover the important elements of the gospel. You will find this list in Addendum B (Evangelism Resources). We want you to use the presentation that you are most comfortable with. The choice is yours.

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## **Preparation For The Evangelism Field Training Experience**

### Instructions To The Leader

There is an oft-quoted maxim in the business community that says: “Those who can, DO; and those who can’t, TEACH!” (The point, of course, is to emphasize the importance of practical implementation.) But the very best doers are most often good teachers, and the very best teachers are also doers. Nowhere is this more important than in the training for evangelism. For this reason, we must instruct in theology and methodology, but we must also include a practical field experience as part of our evangelism training.

It was Jesus Himself who said, “Follow Me, and I will make you fishers of men.” (*New American Standard Bible*) What occurs next in the gospel account is a field experience conducted in the Galilean hills where Jesus trains His disciples in effective evangelism methods by allowing them to work alongside Him in ministry. They initially observed Christ conducting ministry, then they participated in ministry alongside Him which led to them being supervised, and finally they were sent out independent of Him. This four-fold training pattern is central to Christ’s disciple building methodology. (See *Disciple Building: Life Coaching*, WDA in our online store.) To be effective, our training in evangelism must follow a similar, transferable pattern.

Certainly a successful evangelism encounter can occur randomly and spontaneously. But the most effective forms of training in evangelism occur when there is planning and forethought. It is the responsibility of the leader to decide what is the best setting for the training, and then prepare accordingly. This will require good planning coupled with a confidence that God will go before us and sovereignly orchestrate opportunities for evangelism. A balance of preparation and faith will insure a positive training experience. Let’s look at some of the elements involved in preparing for an effective evangelism field experience.

## **I. HEART PREPARATION**

The writer of Proverbs reminds us that, first and foremost, we should keep watch over our hearts. Nowhere is this more important than in evangelism. Evangelistic heart preparation means focusing our attention on certain specific truths, among them: the power of the gospel to heal and restore the souls of people, the serious stewardship entrusted to us, the availability of God’s power and presence, the reality of spiritual warfare, etc. (to mention a few).

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Heart preparation also involves mental self-control. For most Christians there is a certain queasiness associated with sharing Christ with others. These feelings are normal and can be strong in spite of our understanding of the power and value of the gospel. We may be fully convinced of the importance and relevance of evangelism and be skilled in effective evangelism methods, yet still experience doubts and misgivings about sharing our faith with others. These fears are common and must be recognized and addressed before we proceed.

Some of these concerns are linked to a fear of rejection by others. Often we underestimate the power and subtlety of our enemy who desires to hinder the expansion of the Kingdom through the proclamation of the gospel. We succumb to the lingering seduction of needing to be thought well of by others in order to feel important. Regardless of the source, we must be on guard against fear and have our hearts and minds prepared. Here are some reminders about fear that may be helpful to you and others:

1. Be prepared to admit your fear. It serves no purpose to pretend you are not afraid. But you can also demonstrate confidence in your training and in the promise that God will go before you.
2. Ask God to break any residual thoughts that might hold you captive to fearing what others think of you. Renounce these thoughts as not originating from Christ but from the world.
3. Thank God for the privilege to represent His Kingdom as ambassadors and even for the privilege of potential rejection and persecution that could result.
4. Ask God for sensitivity and wisdom to know how best to approach people and what to say.
5. Ask God for strength and courage to proceed.
6. Gather together and agree to “bind the strongman” in the community. Jesus understood that we wrestle with principalities and powers that are more powerful than our human resources. It is not wrong to admit and confess our inadequacy.
7. Jesus declared that He had been given ALL authority in heaven and also on earth. But the authority was for the purpose of accompanying our efforts to make and build disciples. We should expect His authority to be available. In fact, one sure way to understand Him better as King and Christ is by sharing

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our faith with others (Philemon 6).

8. Memorize and meditate on specific Scripture passages that encourage faith and obedience and the rewards of faithfully managing the good news that has been entrusted to our keeping.
9. Find a partner for both encouragement and accountability.
10. Practice communicating your presentation with someone who you already know. Share with her that you are just learning how to verbalize your faith and that you are nervous. Ask if she would let you “practice” and then give you feedback. (There are many friends and family members who have come to Christ this way. Some of these have been church members.)
11. Don’t wait until you feel courageous. Often the feelings of courage don’t develop until we have made a commitment to proceed. Even then it may not be until afterward that we experience the exhilaration of obedience.
12. Remember that it is NOT our responsibility to persuade or convert anyone. That is the job of the Holy Spirit. It is our job to be a caring messenger of the gospel.

## II. LEARNING FROM JESUS

Jesus taught His men how to evangelize in a multi-tiered fashion. He started them with fairly easy contacts, and increasingly put them in more difficult arenas. Each new arena required a different approach. Jesus was ultimately preparing them to go to the whole world. Note that the Great Commission was not given to His men until they had completed all the training He gave them.

After Jesus called His men to be fishers of men (Phase III–Ministry Training), He took them on a series of evangelistic tours. On these tours He developed a more public preaching and evangelistic ministry. Until this time, His ministry had been more private and behind the scenes, and most of His evangelism had been one-to-one (John 3 and 4). As His ministry became more public, He drew interested crowds by healing and casting demons out of people. The crowds came to see what was happening and to get help.

As Jesus did more public speaking, the crowds grew, and not everyone was able to get personal attention from Him. This gave His men natural opportunities to explain to people, who could not get to Jesus, who He was. Jesus’ preaching created one of the most natural venues for His men to do evangelism with an interested crowd.

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After choosing The Twelve (Phase IV–Developing New Leaders), Jesus involved them in a different, more difficult kind of evangelism (towards the end of Phase IV-A): He sent them out two by two to cities in Israel. They went to people like themselves, but who were not necessarily interested in knowing about Jesus. He instructed them to go from house to house until they found someone who would receive them and their message. They were to stay in that house, setting up a base of operations from which they could network with others.

Later Jesus took them into Gentile regions and involved them in cross-cultural evangelism (Phase IV-B), another new challenge. He again drew an interested crowd by feeding the 4000, giving them natural opportunities to share the gospel. In this case, there were common languages (Greek and Aramaic) that everyone spoke.

Before leaving this world and giving them the Holy Spirit, Jesus demonstrated how to handle an angry crowd when doing public evangelism (Phase V–Developing Mature Leaders). He modeled several principles including when to leave. Jesus placed His men in all these situations because they were going to need to know how to handle these situations when they were sent out to make disciples of all nations.

### III. LOGISTICAL PREPARATION

I (Bob) asked a friend of mine (who is in much better physical condition than I am) to share with me the best form of cardiovascular exercise. His answer was simple: “Any exercise that you will actually DO, is best!” The same is true of evangelism. There are many different types and approaches to sharing Christ. Countless books and training manuals have been produced that offer valuable tools and training methods. If your ministry or denomination has already established some training approaches, it would be wise to consider using or adapting these for your group. Remember, the best approach is the one that you will actually do.

It is imperative that you as a leader be realistic and practical as you plan. It would be better to implement an event that is simple, but attainable, than to plan a more elaborate project that may require too much of your trainees or infrastructure. A successful field experience is one that contains the following components:

1. The trainee has an opportunity to meaningfully encounter people who may not be Christians.

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2. The listener has an opportunity to hear about Christ.
3. The trainee prays for the listener (either in person during the encounter or privately after the encounter occurs).
4. There is appropriate follow-up to the event.

There are many different types of field training experiences. The leader should seek the specific guidance of the Holy Spirit and be creative and sensitive in how to best approach their non-Christian community. (Remember, your goal in presenting the gospel is not just to communicate information, your goal is to communicate a credible witness.) It is important to be authentic people who really care about others. This underlying worldview and value system is a strategic part of the training that you transmit to your disciples. Any field experience we plan should take this into account.

In Addendum A of this Manual you will find a discussion of different types of evangelism training experiences. It is critically important that you put thought and prayer into choosing an experience early in this training process.

## IV. A TEAM APPROACH

Regardless of the type of field training experience you choose, it is best if the entire Ministry Team can be involved in the planning process. There are several reasons for this. Initially it provides team ownership of any method, thus insuring better buy-in and deployment. Mutual brainstorming also employs the creativity of the group versus the creativity of one individual. This “group-think” can insure a better outcome. Team planning also begins to lay the foundation for ongoing team ministry. This dynamic will grow and develop even more in the next phase of disciple building.

It is the job of the leader to keep the group focused on the goals and specific outcomes. The group may be willing to settle for something less than the results needed to insure effective training, but the leader must demonstrate a willingness to flex with the specifics without abandoning the non-negotiables. This will require wisdom and the Spirit’s anointing.

## V. A MINISTRY-WIDE FOCUS ON EVANGELISM

To be most effective, the evangelism field experience should be part of a ministry-wide coordinated effort. For this to occur, the ministry leadership must plan a series of evangelistic outreach projects that work in concert with the Phase III Ministry Training. Then, training in evangelism becomes more than a single event.

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It is a sustained focus with many different approaches blended together. In this way, momentum is maintained and more options for training are made available.

In addition, this evangelistic focus helps to produce an entire new generation of disciples. These disciples will need help in their spiritual growth and development. As the Phase III ministry trainees mature, they become the next group of new leaders. This pattern of outreach, followed by subsequent assimilation and development, is optimum for healthy growth in the church. Repeated generational development occurring in the context of equipping existing disciples through challenges appropriate to their level of maturity is what we call “building a movement” and is central to Christ’s training of the original disciples.

## VI. LIFE COACHING AND EVANGELISTIC PARTNERSHIPS

We spoke earlier of the four-fold training pattern used by Jesus. Jesus was willing to model what He hoped to teach His disciples. For evangelism training to be most effective, the leader must be involved. Not every leader has the gift of evangelism, but as Paul admonished Timothy, every leader should “do the work of an evangelist.” How many people we lead to Christ is not as important as the fact that we are making an effort to lead people to Christ. As our disciples see us sharing our faith, they are more likely to do what we do.

Jesus sent the disciples out in pairs. This was probably for encouragement and accountability. Practically this means that we should pair our evangelism trainees with a more experienced evangelist. This may prove difficult if there are only a few who know how to share their faith in your group. If this is the case, ask others in your community to help during the field training experience. If you are unable to find enough trained disciples, then pair the trainees up with one another and challenge them to have faith and go, trusting God to help them. The results will amaze and gratify you!

## VII. FOLLOW-UP

More often than not, you will see results from your evangelism field experience. People will come to Christ. These new Christians need to be discipled. They need to understand how to begin to grow, and they need to know the One who called them out of the domain of darkness and into His new Kingdom. As a leader, it is your responsibility to see that these new Christians are handled with loving care, just as a mother or father would care for a new baby.

If you are uncertain how to accomplish this, prepare beforehand to receive training in the initial care of young Christians or make arrangements to direct

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these people into the care of a local church or disciple building ministry that is able to care for them. Do not simply abandon them. Your trainees will learn much about your love and concern for them as they see how you care for those who receive Christ. WDA has an excellent resource to use in follow-up: *Getting Started*. You can find this 8-week study online at [www.disciplebuilding.org](http://www.disciplebuilding.org).

Not everyone contacted will receive Christ. Add people who were interested to the list of contacts for prayer. Make notes of their responses and ways that you might contact them in the future. Do this immediately while things are still fresh on your mind.

## VIII. DEBRIEFING

After the evangelism field experience has been implemented, it is important to have a session where the participants can meet together for a brief period of sharing. During this time, ask them to talk about what happened. As they share their experiences, it will encourage everyone as they see the result of their efforts. Not everyone will have a “war story” that involves leading someone to Christ, but everyone should have a testimony of God’s faithfulness in some way. Your role as the leader is to facilitate the sharing, summarize, and give perspective, if necessary. Remind everyone that God is responsible for results. As people share, listen for ways to make future training experiences even more successful.

Evangelism does more than bring new children into the family of Christ. It also reminds existing Christians of the nature of God’s Kingdom and allows them to experience Christ in a deeper way. Jesus reminded the disciples that serving in His Name was wonderful, but it was no substitute for knowing His eternal love and acceptance. This balanced view of ministry helps address the crying need for significance that so many feel. God may use us mightily in His Kingdom through His Spirit, but His love for us is unconditional and unmerited.

End your debriefing session by praying together. Have the trainees pray for the people who went and those who heard. Include a prayer of thanksgiving and praise for the privilege of being His ambassadors. Pray for faithfulness in future opportunities. Make sure that you affirm everyone who participated. Take note of anyone who may have had a difficult experience and look for ways to encourage them. Remember, the goal is to help people develop lifelong skills and convictions about evangelism.

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## **SUGGESTED ASSIGNMENTS**

### For Evangelism Training

SESSION	ASSIGNMENT
<b><u>Evangelism Session #1</u></b> Present "Introduction To The Gospel" (TO)	Read PP "What Is The Gospel?"
<b><u>Evangelism Session #2</u></b> Present "What Is The Gospel?" (TO)	
<b><u>Evangelism Session #3</u></b> Present "Evangelism As A Process" (TO)	
<b><u>Evangelism Session #4</u></b> Present "Levels Of Openness To Christ" (TO)	Read "Levels Of Openness To Christ" (TO) Complete the assignment in the TO, VIII. Part C (Five Most Wanted).
<b><u>Evangelism Session #5</u></b> Present "How To Prepare And Give A Testimony" Mention "Chronological & Thematic Testimonies", Testimony Worksheets, Sample Testimonies and "Language Barriers Worksheet" Handouts	Read Handouts Prepare testimony and give to friends.
<b><u>Evangelism Session #6</u></b> Give testimonies with feedback from group/leader	Read PP "Time Management-Part I"
<b><u>Time Management Session #7</u></b> Do GD "Time Management-Part I" Finish Testimonies if needed Mention "Instructions For Making A Schedule" (HO)	According to action step at end of GD, make personal schedule following HO "Instructions For Making A Schedule"
<b><u>Time Management/Apologetics Session #8</u></b> Do GD "Time Management-Part II" Present "Dealing With Common Questions" (TO) Mention "Common Questions" (HO) and "Personal Objections" (HO).	Read HO: "Dealing With Common Questions..." Read HO: "Personal Objections People Have To Becoming A Christian" and look up and become familiar with the verses

*(Assignment list continues on next page)*

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SESSION	ASSIGNMENT
<b><u>Apologetics Session #9</u></b> Discuss "Personal Objections..." Do GD "Common Questions" Role Play Introduce <i>More Than A Carpenter</i>	Read Chapters 1-3 in <i>More Than...</i>
<b><u>Apologetics Session #10</u></b> Do Guided Discussion of Chapters 1-3 of <i>More Than...</i>	Read Chapters 4-5 in <i>More Than...</i>
<b><u>Apologetics Session #11</u></b> Do Guided Discussion of Chapters 4-5 of <i>More Than...</i>	Read Chapter 6 in <i>More Than...</i>
<b><u>Apologetics Session #12</u></b> Do Guided Discussion of Chapter 6 of <i>More Than...</i>	Read Chapters 7-8 in <i>More Than...</i>
<b><u>Apologetics Session #13</u></b> Do Guided Discussion of Chapters 7-8 of <i>More Than...</i>	Read Chapters 9-10 in <i>More Than...</i>
<b><u>Apologetics Session #14</u></b> Do Guided Discussion of Chapters 9-10 of <i>More Than...</i>	Read Chapters 11-13 in <i>More Than...</i>
<b><u>Apologetics Session #15</u></b> Do Guided Discussion of Chapters 11-13 of <i>More Than...</i>	

IMPORTANT: The above are the "classroom" parts of the training. Actually sharing the gospel is the MOST important "assignment" in this phase. Giving your testimony is also important. Be sure to carefully choose the places, times and structures outside of the classroom for disciples to share the gospel/ testimony. (See Addendum A.)

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## Introduction To The Gospel

**Note to Leader:** This Teaching Outline contains the major points to be covered in this session. Use the outline to formulate a lecture, design a discussion, or create another type of interactive session.

### GOAL:

For a disciple to be motivated to learn to share the gospel.

### I. INTRODUCTION

- A. All Christians are called to do evangelism, although some have special gifts and calling in this area.
  - 1. General instructions are given to all Christians (I Peter 3:15; Colossians 4:5-6; II Corinthians 5:19b-20).
  - 2. Jesus trained His followers as a part of the disciple building process (Matthew 4:19).
  - 3. The early church provides a good model: the Apostles stayed in Jerusalem while other Christians did evangelism (Acts 8:1b-4).
- B. Overview of upcoming training:
  - 1. What Is The Gospel? / Sharing The Gospel
  - 2. Seeing Evangelism As A Process
  - 3. Preparing And Writing A Testimony
  - 4. Time Management And Ministry
  - 5. Answering Common Questions

### II. MOTIVATIONS FOR SHARING THE GOSPEL

- A. Obedience—God has commanded all Christians throughout all the ages to share the gospel (Matthew 28:18-20, especially, “And surely I am with you always, to the very end of the age.”).
- B. Privilege—Preaching the gospel is a treasure that has been entrusted to God’s people, and therefore, it is a privilege to share it with others (I Corinthians 9:16-18).
- C. Power—There is power discharged in the preaching of the gospel, both inherent in the gospel itself (Romans 1:16) and in the Christian through the Holy Spirit (Acts 1:8).

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- D. Love—The purest motivation is love for the lost (II Corinthians 5:14).
- E. Spiritual Growth—Evangelism produces spiritual growth in the evangelist (Philemon 6).
- F. Treasure in Heaven—The person who offers eternal life to others stores up treasure in heaven for himself (Matthew 6:19-20).

### III. OBSTACLES TO SHARING THE GOSPEL

- A. Complacency—Everyone struggles with the problem of inertia, at times. It is often hard to begin sharing your faith, but it is generally easier to keep going once you have started. Being in a group with others who are committed to learning to share their faith helps overcome our complacency.
- B. Fear of rejection—Everyone has a need to be valued and seen as worthy, and tends to avoid rejection.
  - 1. It is important to understand that if we experience rejection as a result of sharing our faith, it is Christ who is being rejected, not us.
  - 2. Most of the time we do not experience rejection but are encouraged by the openness and appreciation of the people with whom we share the gospel.

**Note to Leader:** Refer back to “Preparation For Evangelism Field Training Experience” and emphasize any reminders you feel are pertinent to the group.
- C. Satan—Our adversary will try to prevent the gospel from being proclaimed and those in the world from hearing it (Matthew 13:18-29; II Corinthians 4:3-4). Prayer needs to surround all our efforts to share the gospel because evangelism is spiritual warfare. The gospel is the means God uses to free those who are in bondage to Satan.
- D. Lack of knowledge—We often feel inadequate to share the gospel.
  - 1. We don’t feel that we know what to say or how to answer questions that may come up.
  - 2. We need training. Jesus trained His followers, and we need to follow His example.

### IV. ROLE OF PRAYER

- A. Prayer plays a significant role in evangelism as we ask God to do the things we cannot do and to give us the power and wisdom to do what we need to do.

# Sample Teaching Outline 1

- B. Paul gives us a four-fold example of how to pray as he requests prayer from other Christians for his evangelism.
  - 1. Ask God to open a door for the gospel (Colossians 4:3).
  - 2. Ask God for the power to speak boldly (Ephesians 6:19-20).
  - 3. Ask God for the wisdom to speak clearly (Colossians 4:4).
  - 4. Ask God for the specific words to speak in each situation (Ephesians 6:19).

## V. GOD'S ROLE IN EVANGELISM

- A. God's role is necessary because no one would come to Him for salvation if left to himself.
  - 1. When Paul was summarizing the condition of humans apart from Christ, he concluded that no one seeks God or understands Him (Romans 3:11).
  - 2. Paul also noted that those who are perishing are blinded by Satan (II Corinthians 4:3-4).
- B. What God does in evangelism:
  - 1. He provided His Son as a sacrifice for sin and a way to return to a relationship with Himself (John 3:16-21; I Peter 3:18).
  - 2. He convicts the world of sin, righteousness and judgment (John 16:8-11).
  - 3. He draws people to Jesus (John 6:44).

## VI. OUR ROLE IN EVANGELISM

- A. We are to be witnesses by the way we live our lives.
  - 1. We are to live holy lives (Matthew 5:48; I Peter 3:15-17).
  - 2. We are to do good deeds (Matthew 14:14-16).
  - 3. We are to reach out in loving ways to non-Christians (Matthew 19:19; Colossians 4:5-6).
- B. We are to be witnesses by proclaiming the gospel.
  - 1. God chooses to use His people as His mouthpiece (Romans 10:14-15,17).
  - 2. We are to be prepared to take the gospel to the whole world. Jesus prepared His disciples and then commissioned them to do this (Matthew 28:18-20).

### Summary:

As disciples, God wants us to share the gospel, out of love for Him and others. He provides the power, the message, the opportunities and even the words, as we are obedient and have compassion for the lost.

Disciple Assignment For Next Session:

Read the Pocket Principle™ entitled "What Is The Gospel?".