



# Leadership and Ministry Development Resources

## Emotional Spiritual Development Guide

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**"Buddha left a road map, Jesus left a road map, Krishna left a road map, Rand McNally left a road map.  
But you still have to travel the road yourself." -Stephen Levine**

## Preface

The Unity Movement has a rich tradition of spiritual education. Our spiritual education has evolved from correspondence courses to classes offered online and in person. Unity spiritual education is offered in local centers and study groups, by alternative ministries, by and at Unity Institute through Spiritual Education and Enrichment classes (SEE). Centers also offer spiritual education through book studies, Fall Faith in Action programs, and classes on current topics.

Surveys done by Unity Worldwide Ministries in 2006 and research conducted in 2008 by Rev Toni Boehm, on contract with Unity Worldwide Ministries, indicated the desire of many ministries in Unity to have a nationwide curriculum, an integrated intentional roadmap, consciously prepared and designed, that would allow ministries to support people in their spiritual communities grow in spiritual maturity.

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We gratefully acknowledge the field-testing work done by the Unity ministries and Consultant Guides in the TE Thriving Ministries Pilot Program who gave us invaluable feedback and guidance.

Please note that all internet links were current as of April 2015.

# Unity Worldwide Ministries

## Leadership and Ministry Development Resources

*Welcoming System Guide*

*Spiritual Gifts Discovery Guide*

*Sacred Service Ministry Guide*

*Emotional and Spiritual Maturity Development Guide*

*Leadership Development Guide*

*Future Planning 1 Guide*

*Future Planning 2 Guide*

All resources available in 2015 as downloads at  
[www.UnityWorldwideMinistries.org/Guides](http://www.UnityWorldwideMinistries.org/Guides).

# Table of Contents

<b>Preface and Acknowledgements</b> .....	2
<b>Introduction</b> .....	9
<b>Intention</b> .....	10
<b>Rationale</b> .....	11
<b>Overview</b> .....	15
Goals of the Emotional and Spiritual Development Process .....	16
Foundational Work for Emotional and Spiritual Development Process.....	16
Emotional and Spiritual Development Process Phases .....	18
Assessment and Spiritual Mentor Possibilities .....	19
Emotional and Spiritual Development Process Map .....	20
<b>Implementation Guidelines</b>	
Steps in Creating the Process in Your Center .....	21
Getting Started (Basic Steps) .....	21
Implementation (Suggestions and Explanations) .....	26
<b>Overview of Phased Implementation (Roadmap)</b>	
Phase One .....	27
Phase Two .....	28
Phase Three .....	29
Emotional and Spiritual Development Sample Roadmaps	
Small Center .....	32
Large Center .....	33
Complete Overview of All Phases (Roadmap) .....	35
<b>Emotional and Spiritual Development Courses</b> .....	38
<i><b>Phase One—Recommended Essentials:</b></i>	
Emotional Development	
Awakening Our Emotional and Spiritual Maturity.....	38
Spiritual Development—Spiritual Practice	
Meditation Basics .....	39
Spiritual Development—Unity Path	
Unity from the Inside Out.....	40
<i><b>Phase One—Enrichment Options:</b></i>	
Spiritual Development—Spiritual Practice	
Mindfulness Practice.....	41

***Phase Two—Recommended Essentials***

Emotional Development  
    Unfolding Self: Birthing Your Greater Reality .....42  
    I of the Storm .....43

Spiritual Development—Spiritual Practice  
    Spiritual Gifts Discovery Process .....44  
    SQ21: The Twenty-One Skills of Spiritual Intelligence .....45

Spiritual Development—Unity Path  
    Lessons in Truth (SEE) .....46  
    Jesus’ Teachings (SEE) .....47

***Phase Two—Enrichment Options***

Emotional Development  
    Finding Yourself in Transition .....48  
    Self-Awareness .....49

Spiritual Development—Unity Path  
    Discover the Power Within You .....50

***Phase Three—Recommended Essentials***

Emotional Development—Self Path  
    Art and Practice of Nothing and No One Against You .....51

Emotional Development—Relational Path  
    Crucial Conversations .....52

Spiritual Development—Spiritual Practices  
    Unity Prayer .....53

Spiritual Development—Unity Path  
    Heart-Centered Metaphysics 1 (SEE) .....54  
    Heart-Centered Metaphysics 2 (SEE) .....55  
    Meeting Myself in the Bible .....56

Spiritual Development—Prosperity Path (choose one of the four classes)  
    4T Program .....57  
    Prosperity Plus .....58  
    Keys to the Kingdom .....59  
    An Integral Approach to Sustainable Prosperity .....60

Spiritual Development—Wholeness Path  
    Quest for Wholeness .....61

**Phase Three—Enrichment Options**

Emotional Development—Relational Path  
    Interpersonal Skills .....62

Spiritual Development—Spiritual Practices  
    Meditation Practices (SEE) .....63  
    Living Originally: 10 Spiritual Practices for Transforming Your Life .....64  
    Creating a Life of Prayer .....65

Spiritual Development—Unity Path  
    Heart-Centered Metaphysics 3 .....66  
    Bible Interpretation—Hebrew Scriptures .....67

Spiritual Development—Prosperity Path  
    Living an Abundant Life .....68  
    Four Spiritual Laws of Prosperity .....69  
    Spiritual Economics .....70  
    Prosperity (SEE) .....71

Spiritual Development—Wholeness Path  
    Knowing the Truth About Healing .....72

**Appendix One**

Role Descriptions Examples in Emotional/Spiritual Development Process .....73

- Minister
- Coordinator
- Trainer/Coach
- Teacher/Facilitator
- Promotion
- Clerical Assistant

**Appendix Two**

Course Facilitator’s Guides and/or Syllabi .....83

- A – Awakening Our Spiritual – Emotional Maturity
- B – Meditation Basics
- C – Unity from the Inside Out
- D – Mindfulness Practice (To be developed)
- E – Unfolding Self – Birthing Your Greater Reality
- F – SQ21
- G – Lessons in Truth – SEE
- H – Jesus’ Teachings – SEE
- I – Finding Yourself in Transition – SEE
- J – Self-Awareness – (To be developed)

**Appendix Two—Course Facilitator Guides and/or Syllabi (continued)**

- K – Discover the Power Within You – SEE
- L – Crucial Conversations
- M – Unity Prayer – SEE
- N – Heart-Centered Metaphysics 1 – SEE
- O – Heart-Centered Metaphysics 2 – SEE
- P – Quest for Wholeness (To be developed)
- Q – Interpersonal Skills (To be developed)
- R – Meditation Practices – SEE
- S – Living Originally
- T – Heart-Centered Metaphysics 3 – SEE
- U – Bible Interpretation – Hebrew Scriptures
- V – Prosperity – SEE

*This process is a conscious curriculum for emotional and spiritual growth and maturity.*





# Introduction

Thriving spiritual communities intentionally engage their members in activities to grow and evolve themselves emotionally and spiritually. People who are grounded in Unity teachings and who embody these teachings measure their success by how effectively they can demonstrate ever-increasing emotional and spiritual intelligence—or to say this another way—how well they can put the Truth they know into practical application.

Emotional and spiritual development is important for all people in a spiritual community if the spiritual community is to be healthy and able to achieve its vision and purpose, live its core values, attract others of like mind, grow together to be the fullest expression of Unity teachings and demonstrate Spirit in its affairs.

As individuals within the spiritual community continue to develop their own emotional and spiritual maturity and connect with others in community, they are drawn to meaningful roles in support of the Unity mission: Advancing the movement of spiritual awakening and transformation through Unity, a positive path for spiritual living.

A review of literature done by Rev. Toni Boehm, on contract with Unity Worldwide Ministries, revealed that spiritual development programs have a spiritual, social, economic, and emotional impact on the spiritual community as a whole, and contribute to the overall spiritual and emotional health and growth of everyone within the spiritual community. (U.S. Congregational Life Survey 300,000 congregants and 2,200 churches—[www.uscongregations.org](http://www.uscongregations.org).)

Attending Sunday celebration services is not enough for people to develop fully. There must be opportunities that meet them where they are spiritually and emotionally and guide them to their next steps, as an ongoing process.

Unity Worldwide Ministries, in collaboration with Unity Institute, has created this Emotional and Spiritual Development Process Guide that provides a roadmap for spiritual communities to effectively guide current members and newcomers into developing the consciousness and skills of emotional and spiritual maturity.

# Intention

This Guide seeks to provide a user-friendly template that supports excellence in individual transformation and in building a whole sacred community. This Guide will:

- Introduce ministry leaders to a process for **intentional emotional and spiritual development within their spiritual community**.
- Provide a roadmap for spiritual communities to effectively guide current members and newcomers into developing the consciousness and skills of emotional and spiritual maturity.
- Identify how the emotional and spiritual development process fits in with ministry systems such as welcoming systems, spiritual gifts discovery, sacred service ministry, enhanced membership system (community member/governing member), and leadership development.
- Identify implementation considerations and options to tailor the process to fit a spiritual community's needs and resources.

This process provides a wide selection of courses, books, tools and techniques because participants of Unity spiritual communities often demonstrate widely differing levels of emotional and spiritual development. The choice of which resources to use will depend upon the level of emotional and spiritual maturity the individual already possesses. The option of providing spiritual mentoring and spiritual direction supports every participant in taking the next steps in their own growth and development.

This Guide provides an explanation of the overall Emotional/Spiritual Development (ESD) Process, as well as descriptions of each individual course that is part of the process. Each course is paired with a Facilitator Guide and/ or resources that support you in providing the courses in your ministry. This Guide includes considerations that will aid you in tailoring this process to your spiritual community's resources and size and in planning for successful implementation.

*Do not lose sight of the fact that the whole man must be spiritualized. ~Charles Fillmore*

# Rationale

**Why have an intentional process for emotional and spiritual development of spiritual community members?** There are many benefits and reasons for developing the qualities of emotional and spiritual intelligence. Developing emotional and spiritual development...

- **Is a primary goal of spiritual community**

- Jesus taught us to love God, ourselves and our neighbors. *Matthew 22:36-39*
- “The goal of pastors and teachers is to help people ‘become mature.’ It’s important not to leave newcomers at the spectator stage. Many mega-churches provide intentional paths for new persons to move into deeper levels of faith. Strive to deepen the spirituality of your entire congregation. People who are growing in their faith journey create growing churches.”

From Scott Thumma, ‘What Can My Church Learn from a Megachurch? 11 Principles from Large Churches for Ministry in Any Size Church’ *Outreach Magazine*, May 26, 2011

- “Intentional churches offer intentional spiritual practice and development as the very heart of their common life. These are the congregations that are thriving today.”

From Diana Butler Bass, “Christianity After Religion,” The Visiting Scholars Program, Village Presbyterian Church, Prairie Village, KS, April 5, 2013

- **Responds to what people are looking for**

- “Many people feel great urgency these days around personal growth. This is essentially a good thing as the world we are in and the life conditions we are facing require wiser and more compassionate leaders. It is essential that we do our individual work.”

From Cindy Wigglesworth, *SQ21: The Twenty-One Skills of Spiritual Intelligence*

- “Deeper still are the very primary motives of my self’s centre—a motive for meaning, a motive for wholeness or integrity, a motive to undergo development and transformation during the course of life.”

From Danah Zohar and Ian Marshall, *Spiritual Intelligence: The Ultimate Intelligence*

- *Reveal: Where Are You?* summarizes research conducted at Willow Creek and 29 other congregations to determine why so many members left after a few years. What was revealed was that people were hungry for personal spiritual growth; participating in service and in traditional church group activities did not sufficiently support this need.

- **Shows people that their spiritual community cares about them and can make a profound impact on their life and the life of the community**
  - “The development of SQ will not only benefit individuals, it will also benefit their families, communities, and the companies they work for.”

Cindy Wigglesworth, *SQ21: The Twenty-One Skills of Spiritual Intelligence*

- **Keeps people staying and participating, calls them into giving through service and provides connection. Turns attendees into committed members.**

- Create participants—not members: If people don’t become active in the life of the church, sooner or later they’ll fall away. Megachurches have intentional ways to integrate new persons into the active life of the church. This means more than just new member’s classes. The sooner new people become involved in ministry, the more likely they are to stay and participate.

Paraphrased from Scott Thumma, “What Can My Church Learn from a Megachurch? 11 Principles from Large Churches for Ministry in Any Size Church” *Outreach Magazine*, May 26, 2011

- **Develops more mature “governing” members and mature leaders**

- “‘Deep leadership’ is a key human quality that each one of us should aspire to develop. Deep, authentic leadership means that we lead ourselves first. We build the multiple intelligences we need in order to be worthy of being emulated. Through developing awareness and self-mastery we can take responsibility for ourselves—for our less mature tendencies and impulses as well as our highest potentials—so that our actions have the most positive effects on those around us.”

From Cindy Wigglesworth, *SQ21: The Twenty-One Skills of Spiritual Intelligence*

### **Creates a vibrant thriving spiritual community**

- “In vital congregations, all the people, ministers included, are growing members of an organic community of spiritual practice and growth.”

From Diana Butler Bass, “Christianity After Religion,” The Visiting Scholars Program, Village Presbyterian Church, Prairie Village, KS, April 5, 2013

- “Accountability breeds spiritual maturity: Accountability to self and others is essential to developing emotional and spiritual maturity. In a vibrant church that offers involvement, significance and relationship, people become accountable to God, to others and to their church.”

From Elmer L. Towns, “What Can We Learn from Small Churches? 6 Principles from Small Churches that Ministries of All Sizes Can Adapt,” *Outreach Magazine*, May 26, 2011

- **Prevents issues arising**
  - 80% of all "issues" that arise within a spiritual community could be averted if the parties involved exhibited a greater depth of understanding and skilled behaviors around spiritual and emotional maturity.
  
- **Supports the growth of Unity since many will feel called to become a credentialed Unity leader**
  
- **Contributes to Unity mission: Advancing the movement of spiritual awakening and transformation through Unity, a positive path for spiritual living**
  - “‘Deep change,’ to me, is the goal of SQ development. It’s the kind of change that is sustainable, the impact of which is felt in ever-widening circles beyond the individual or organization who has undergone such a transformation. In my own life and work I have sought to find ways that individuals can consciously and deliberately engage in their own growth and transformation in order to evolve to a new level and impact the world around them in positive and evolutionary ways.
    - From Cindy Wigglesworth, *SQ21: The Twenty-One Skills of Spiritual Intelligence*
  - “‘SQ has ‘wired’ us to become the people we are and gives us the potential for further ‘rewiring’—for growth and transformation, for further evolution of our human potential.”
    - From Danah Zohar, *Spiritual Intelligence: The Ultimate Intelligence*
  - “A world that works for all is *not* achievable without restructuring our priorities, our attitudes, and our culture. We cannot tinker with this; the change must be fundamental—an evolutionary shift toward spiritual compassion and corresponding shifts in our actions. We must work on ourselves first, and then be prepared to do the work on our culture and our institutions. The essence of this work is spiritual, part of our quest for the reality that transcends our ordinary experience.
    - From Sharif Abdullah, *Creating A World That Works For All*

**“True prosperity... is determining what our souls require in order to cause them to unfold more of God.”**

**From *Healing Letters* by Myrtle Fillmore**

*You are creating a community of learners  
who value and commit to ongoing emotional and spiritual growth.*



# Overview

The overall intention of the Emotional and Spiritual Development Process is to facilitate individual transformation and skillful living in congruence with deeply held spiritual values. It supports the two spiritual needs identified by personal growth author, Tony Robbins: the need to grow and the need to contribute. The Emotional and Spiritual Development Process is a conscious curriculum for emotional and spiritual growth and maturity. The approach is integrative; inclusive in breadth and depth; allows for flexibility and movement among components; and generates a sense of deep connection and commitment for the participant within the context of the spiritual community.

Through implementing this process, you will create a “community of learners” which highly values ongoing emotional and spiritual development. While each individual must do their own inner work, it is challenging to do it alone. A benefit of being part of a spiritual community is having others who...

1. model the value of emotional and spiritual maturity;
2. call each person to their Christ potential;
3. provide opportunities, mentoring, supporting and compassionately holding each one accountable, if needed.

As part of a learning community, people recognize that they are not maturing for themselves alone, but that their growth helps the whole community to grow. The spiritual community identifies the connection of emotional and spiritual maturity to achieving its collective vision and mission and knows that such maturity contributes to their individual lives, their collective community, the world and the evolution of humanity.

The intended outcome is to produce a vibrant and responsible community of emotionally and spiritually mature members and leaders modeling and supporting the emotional and spiritual growth and development of others who together live their spiritual community’s vision.

Spiritual development is the primary purpose for spiritual communities and a “roadmap” for spiritual development is a crucial aid to encourage people to step onto their own spiritual path. As people become more spiritually mature, they take on more personal responsibility for their journey. Therefore, the roadmap should especially focus on those beginning-to-mid-journey people.

*The first step is half the journey.*

## ***Goals of the Emotional & Spiritual Development Process***

- To align all development processes with Unity Truth teachings
- To consciously deepen participants’ spiritual practice as they participate in a spiritual transformation process
- To invite deeper and greater personal commitment to individual health on all levels, self-responsibility, abundant living, and community service
- To equip participants with skills for assuming meaningful roles and accountabilities in the spiritual community
- To build capacity for leadership, mentoring, and modeling
- To build capacity for individually and collectively making a positive difference in the spiritual community and in the world

## ***Foundational Work for Emotional & Spiritual Development Process***

This Emotional and Spiritual Development Process is based on the work of two pioneering individuals: Dr. Daniel Goleman and Cindy Wigglesworth.

Dr. Goleman is a noted author and psychologist who wrote for *The New York Times*, specializing in psychology and brain science. Goleman authored the internationally best-selling book, *Emotional Intelligence* (1995) and developed the “The Emotional Intelligence Appraisal” test based on his Emotional Competencies model.

Cindy Wigglesworth is the President and Founder of Deep Change, Inc., a company dedicated to helping individuals and organizations integrate and access their spiritual intelligence. She is the creator of "SQ21 Spiritual Intelligence" assessment, the first competency-based spiritual intelligence assessment instrument.

Daniel Goleman popularized the phrase “emotional intelligence” and defines it as “the capacity for recognizing our own feelings and those of others, for motivating ourselves, for managing emotions well in ourselves and in our relationships.” Goleman identified eighteen component skills for emotional intelligence, as seen in the Emotional Competency Framework diagram on the next page.



## Emotional Competency Framework—Daniel Goleman

Self-Awareness	Social Awareness
<ul style="list-style-type: none"> <li>• Emotional Self-Awareness</li> <li>• Accurate Self-Assessment</li> <li>• Self-Confidence</li> </ul>	<ul style="list-style-type: none"> <li>• Empathy</li> <li>• Organizational Awareness</li> <li>• Service Orientation</li> </ul>
Self-Management	Social Skills
<ul style="list-style-type: none"> <li>• Emotional Self-Control</li> <li>• Transparency</li> <li>• Adaptability</li> <li>• Achievement Orientation</li> <li>• Initiative</li> <li>• Optimism</li> </ul>	<ul style="list-style-type: none"> <li>• Developing Others</li> <li>• Inspirational Leadership</li> <li>• Influence</li> <li>• Change Catalyst</li> <li>• Conflict Management</li> <li>• Teamwork &amp; Collaboration</li> </ul>

After much consideration and years of working with this issue, Cindy Wigglesworth defines Spiritual Intelligence, or SQ, as “the ability to behave with compassion and wisdom while maintaining inner and outer peace (equanimity) regardless of the circumstances.” In essence, spiritual intelligence is “acting with love, the ability to behave with divinely inspired love.” In her research, Cindy has identified twenty-one component skills for spiritual intelligence, as seen in the following diagram.

### The 4 Quadrants and 21 Skills of Spiritual Intelligence—Cindy Wigglesworth

Quadrant 1 Self/self-Awareness	Quadrant 2 Universal Awareness
<ol style="list-style-type: none"> <li>1. Awareness of Own Worldview</li> <li>2. Awareness of Life Purpose (Mission)</li> <li>3. Awareness of Values Hierarchy</li> <li>4. Complexity of Inner Thought</li> <li>5. Awareness of Ego-self / Higher-self</li> </ol>	<ol style="list-style-type: none"> <li>6. Awareness of interconnectedness of Life</li> <li>7. Awareness of Worldviews of Others</li> <li>8. Breadth of Time Perception</li> <li>9. Awareness of Limitation</li> <li>10. Awareness of Spiritual Laws</li> <li>11. Experience of Transcendent Oneness</li> </ol>
Quadrant 3 Self/Self-Management	Quadrant 4 Social Mastery/Spiritual Presence Skills
<ol style="list-style-type: none"> <li>12. Commitment to Spiritual Growth</li> <li>13. Keeping Higher Self in Charge</li> <li>14. Living Your Purpose and Values</li> <li>15. Sustaining Faith</li> <li>16. Seeking Guidance from Higher Self</li> </ol>	<ol style="list-style-type: none"> <li>17. Being a Wise &amp; Effective Teacher/Mentor of Spiritual Principles</li> <li>18. Being a Wise &amp; Effective Leader/Change Agent</li> <li>19. Making Compassionate &amp; Wise Decisions</li> <li>20. Being a Calming, Healing Presence</li> <li>21. Being Aligned with the Ebb &amp; Flow of Life</li> </ol>

Indications of highly developed SQ include\*:

- the capacity to be flexible
- a high degree of self-awareness
- a capacity to face and use suffering (for growth)
- a capacity to face and transcend pain
- the quality of being inspired by vision and values
- a reluctance to cause unnecessary harm
- a tendency to ask ‘Why?’ or ‘What if?’ questions
- being what psychologists call ‘field-independent’--possessing a facility for working against convention
- the ability to inspire others

\*From Danah Zohar and Ian Marshall, *Spiritual Intelligence: The Ultimate Intelligence*

A key point is that both Emotional Intelligence and Spiritual Intelligence are sets of skills—skills that can be learned and developed over time, assessed and measured.

Cindy Wigglesworth’s research indicates that Spiritual Intelligence (SQ) is the capstone of intelligence, meaning that the successful development of SQ rests on the successful development of emotional intelligence as well as physical and cognitive intelligence. In other words, one cannot develop and express wisdom, empathy and compassion for self and others without first developing awareness of one’s body and its needs and capacities, one’s capacity to think effectively and communicate well, or one’s ability to relate to others successfully. Insufficient emotional maturity may arrest one’s spiritual development, so it is important to support the ongoing development and maturation of both emotional and spiritual intelligences.

## Phases

The overall Emotional and Spiritual Development Process is divided into **phases**. These phases **provide an intentional order for development**. This phased approach also **offers the opportunity for any size spiritual community to step into the process as their resources allow**. For how this might be possible, see “Sample Roadmap for a Small Center” (p. 32) and “Sample Roadmap for a Large Center” (p. 33-34).

Each phase involves courses that foster emotional and spiritual development at both the understanding and practice level. Each phase can be supported by small group ministry work that will build community and connection, as well as deepen spiritual understanding and application to life.

## ***Assessment Possibilities***

In Phase One, the “Awakening Our Emotional and Spiritual Maturity” course offers participants the opportunity to take the assessment from *Emotional Intelligence 2.0* and the SQ21 assessment. These assessments can each be taken again by individuals at any point in their journey to assess their progress.

## ***Spiritual Mentor Possibilities***

Spiritual mentoring has many benefits and can be implemented in a variety of ways. For example, the minister can begin with key leaders and mentor their spiritual growth for a year or more (around specific criteria.) Each of these leaders then agrees to mentor five people each for the next year. In this way the mentoring process grows.

## ***Context***

The Emotional and Spiritual Development process (p. 4) is part of a larger system for creating and deepening spiritual community. This process works in connection with the Welcoming System (p. 4) which supports guests in feeling a connection with the spiritual community; and then attracts them into and supports their emotional and spiritual growth and maturity. This process is part of their spiritual journey which encourages them into sacred service, committed membership and eventually into appropriate leadership roles (if called to).

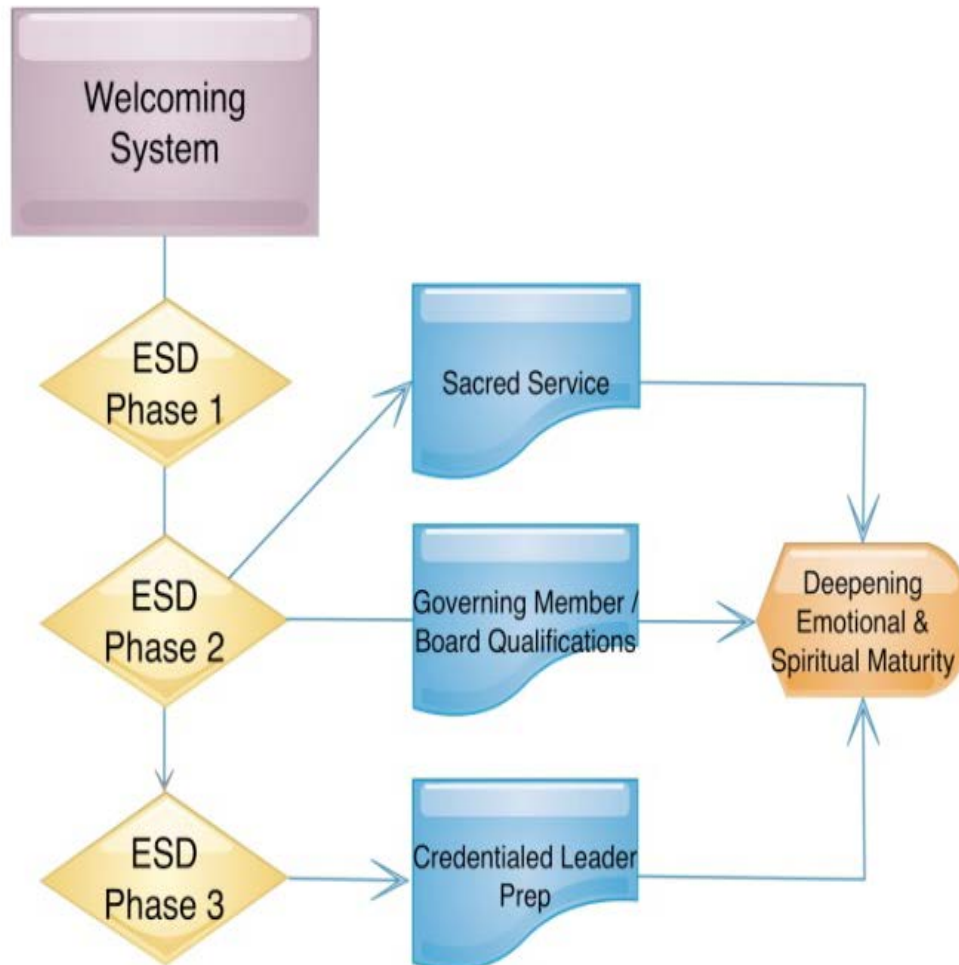
The long-term goals of this process focus on deepening one’s connection with God through maturing one’s spiritual understanding and practices. It involves offering individuals opportunities to “be transformed by the renewing of their minds.”

The Emotional and Spiritual Development process is intended to eventually be a part of an enhanced membership system and a leadership development system.

In an **enhanced membership system**, individuals qualify to be governing members by attending baseline courses chosen from the overall development roadmap that support emotional and spiritual maturity. Your spiritual community will identify which courses will serve you best as the baseline programs for governing membership in your specific community.

In addition, anyone taking on a leadership position, such as team lead or board member, will be expected to take the foundational courses you choose for governing membership as well as additional ones of your choice from the Emotional and Spiritual Development roadmap and leadership development modules identified in the Leadership Development Guide published by Unity Worldwide Ministries ([www.UnityWorldwideMinistries.org/Guides](http://www.UnityWorldwideMinistries.org/Guides)).

## Emotional & Spiritual Development Process Map



***Both Emotional Intelligence and Spiritual Intelligence are sets of skills—skills that can be learned and developed over time.***

# Implementation Guidelines

## *Steps in Creating the Process in Your Spiritual Community*

To bring forth full benefits from this process, it is essential that the minister(s) and key leaders are 100% on board, committed and willing to periodically re-commit to making this process a priority.

For the Emotional Spiritual Development (**ESD**) Process to have the desired impact in developing governing members' and leaders' emotional and spiritual maturity and in supporting newcomers in connecting to your spiritual community and feeling supported in their emotional and spiritual growth, the courses need to be available on a **regular** basis.

This is especially true for the courses that are part of Phases 1 and 2 of the process (Roadmap ). There will need to be a coherent program that people can count on. You will not need to offer all of the courses in your own spiritual community (although if you are able to do so, this is optimal). There are other ways to provide all the courses, as you will see in “Getting Started,” (p. 20). You can also phase in the implementation of this process, to make it manageable for your spiritual community.

For how this might be possible, see “Sample Roadmap for a Small Center” (p. 32) and “Sample Roadmap for a Large Center” (p.33-34).

It is likely that your spiritual community already offers some or even many of these courses. You will want to review the following steps and determine which ones are relevant for your community, then act on them.

## *Getting Started (Basic Steps)*

This section will focus on basic steps to use as a starting point for your spiritual community to create a successful process.

These steps include:

- Reviewing the “Overview of Phases (Roadmap)” section of this guidebook.
- Performing a self-assessment of what you already have in place and using the results to determine potential next steps
- Defining roles needed to successfully implement this process
- Exploring options and setting a pattern of offerings
- Developing a culture of valuing for emotional and spiritual development



## Reviewing the Overview of Phases (Roadmap)

- Look over the “Overview of Phases (Roadmap)” (p. 26-28), which contains the courses for each phase.
- Remember as you review this “roadmap” that you **will not need to begin by offering all of the courses**. Guidance on implementation options to consider is provided below.
- You may wish to get familiar with the nature of the courses by reviewing the course descriptions, (p. 37-70). This will prepare you for your next step of self-assessment.



## Perform a Self-Assessment

- Honor and leverage what is already in place by identifying “what is.” Which of the listed courses are you already offering?
- Consider which courses you want to use as qualifications to become a governing member of your spiritual community and which other courses you want to use as qualifications to become a board member or team lead. This will help you decide which courses must be offered regularly and which courses need to be among the first you offer in your spiritual community.



## Define Roles

- The needs and size of your spiritual community will determine which roles and accountabilities get assigned and how they get assigned. These roles may be divided or grouped according to the availability of staff and volunteers.

One person may fill multiple roles or a role may be divided up among multiple people. The roles and descriptions in Appendix One (p.71) are only suggestions. Let your ministry’s needs determine the most effective set-up for your ESD Process.

- The following roles and responsibilities are needed to successfully implement the ESD Process.
  - Small Ministry Possible Roles
    - Minister
    - Coordinator/trainer/coach/promotion
    - Clerical assistant
    - Course teachers / facilitators
  - Larger Ministry Possible Roles
    - Minister or Associate Minister
    - Coordinator
    - Trainer/Coach

## Implementation Guidelines—Basic Steps—Define Roles

- Promotion
- Clerical assistant
- Course teachers / facilitators
- Small Group Facilitators (when implementing the Small Group Ministry sessions)
- Role definitions and accountabilities listed in Appendix One are examples to get you started. Remember to modify and expand upon them to make them specific to your ministry's ESD Process. In addition to identifying the explicit accountabilities, create a list of skills needed for each role and to whom the role reports (see examples at the end of this Guide). Include any qualifications associated with and time commitments required for a particular role. This will aid in recruitment.
- Consider how your available staff and volunteer resources could support implementing the ESD Process.
  - What is the availability of licensed Unity teachers (LUTs) and what might be their responsibilities?
    - LUTs are already trained to teach the SEE courses and would be able to teach other non-SEE courses that their expertise and callings match.
    - Facilitating small groups is different than teaching SEE courses, which the LUT would need to be made aware of. A small group facilitator primarily invites individuals to contribute to the collective wisdom of the group. While this is also true for an SEE teacher, they are expected to impart knowledge to the participants as well.
    - Possible roles LUTs could assume include:
      - Coordinator
      - Trainer/coach
      - Teacher
      - Small group facilitator
      - Substitute teacher and small group facilitator when needed
      - Promotion person
  - Who else in your ministry can teach courses or facilitate small groups?
    - Review the Skills and Qualifications sections in the Teachers and Facilitators role (p.76).
    - Identify, for your ministry, who is prepared and available to teach/facilitate.
  - When developing new facilitators, consider using Unity Worldwide Ministry's *Small Group Ministry Guidebook* Section 5 "Training."



## Explore Options and Set a Pattern of Offerings

If at all possible, your spiritual community should **offer Phase One and Phase Two courses rotationally and regularly**, so that there is a coherent program in place that people can count on to continue their emotional and spiritual development journey. Ideally, **the schedule for these classes should be published for a year at a time**, so participants can plan their journey on the Roadmap.

- Identify what is possible in your size ministry.
  - How many courses will you offer?
  - Look at ways you can repeatedly offer core courses and set up a pattern of repeated offerings.
  - Identify ways, outside your ministry, in which people can take courses you cannot regularly offer—online, at Unity Village, regionally, sub-regionally, etc.
  - Consider sponsoring/hosting SEE-in-the-Field at your ministry.
  - Identify what other Unity churches offer online. Is there a course you can offer online? Online courses may reach young people and others who will not show up in a church building.
  - Explore the possibility of a group taking an online course taught elsewhere with small group follow-up at your church.



## Develop a Culture of Valuing for Emotional & Spiritual Development

- Review your spiritual community’s vision, mission and core values with an eye for how emotional and spiritual development supports them. Frequently communicate this connection to members and guests.
- Periodically during Sunday talks, speak to the value and impact of emotional maturity and continuing spiritual development. Include examples where emotional and spiritual maturity were present and examples where greater emotional and spiritual maturity would have created a healthier outcome. Consider using examples from your spiritual community’s history to make this real.
- Have course participants share stories and testimonies relating to the value/impact of courses they have taken, small group participation and this process overall. You may choose to hold quarterly gatherings of all those participating in classes to share what they have learned and how this has stimulated their emotional and spiritual growth.



## Implementation Guidelines—Basic Steps

Some examples of how the field-testing ministries did the above are:

- Posting of banners with mission, vision and/or core values
- Creating a chant from vision statement to be sung most Sundays
- Showing short videos of stories and testimonials of how lives are enhanced
- Giving people a gift when they demonstrated emotional and spiritual maturity (see the four quadrants on page 16) and ask congregation to notice these skills so others may be acknowledged
- Hosting a quarterly potluck for all participating learners to share how they are growing from their coursework and open this event to others considering attending a future class



## Tracking System to Support Effective Implementation

You will need a database or software system to keep track of each member's progress, especially if you wish to have participation in some of the courses serve as qualifications for governing membership and/or service on the board or other leadership position.

A Google search of “church data tracking systems” will result in dozens of vendors representing a diverse array of programs. Here are some possibilities to explore:

- [www.excellerate.com](http://www.excellerate.com)—Software data tracking platform that is scalable to your size of ministry. Software costs depend on the size of your ministry.
- [www.churchmetrics.com](http://www.churchmetrics.com)—Web-based platform and **free**. The features are not as complex as Excellerate, but worth exploring. If you can count it, you can track it.
- [www.churchdb.org](http://www.churchdb.org)—Web-based platform and **free** with great versatility.
- [www.MinistryTracker.com](http://www.MinistryTracker.com)—Software system has a monthly subscription rate starting at \$25 for their simplest web-based system.

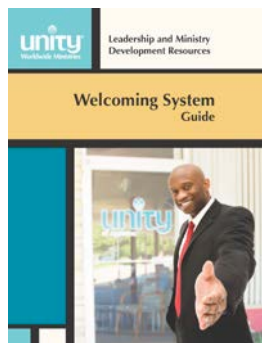




## General Implementation Suggestions & Explanations

Once all of the above steps are in place, you will want to pull it all together with an overall ESD Overview of Phases (Roadmap) for your spiritual community.

- During Phase One courses, individual participants should be given a Roadmap to help support them in following their own emotional and spiritual development. (Use the ESD Overview of All Phases (Roadmap) on (p. 34) to create a customized ESD Roadmap for your spiritual community.)
- The ESD courses in the Overview of Phases (Roadmap) have been divided into three phases. Each phase has:
  - “Essential” and optional “Enrichment” classes.
  - Each phase also has courses which focus on a specific “path.” (Examples: Unity Path, Prosperity Path, etc.)
- For those courses offered in your spiritual community, indicate when and/or how often they will be offered. (See Sample Roadmap for a Small Center (p. 32) and Sample Roadmap for a Large Center (pp. 33-34).)
- For each course on the Roadmap, your spiritual community needs to indicate how the participants can access it. For example, is it offered in your spiritual community, at another Unity church in your area, online, through Unity Institute, etc.? Whenever possible, contact information and links to course offerings outside your own spiritual community should be provided to make it easier for participants.
- If you are working with the Unity Worldwide Ministries “Welcoming System Implementation Guide,” consider beginning the ESD Process **after** you have Phase Two of the Welcoming System in place.



[www.UnityWorldwideMinisteries.org/Guides](http://www.UnityWorldwideMinisteries.org/Guides)

# Overview of Phased Implementation (Roadmap)

## Phase One

Phase One consists of three foundational courses:

- **“Awakening Our Spiritual Maturity”**—Review the course description (p. 37) and facilitator’s guide in preparation for teaching this course. (See Appendix Two)
- **“Meditation Basics”**—Review the course description (p. 38) and facilitator’s guide in preparation for teaching this course. (See Appendix Two)
- **“Unity from the Inside Out”**—Review the course description (p. 39) and facilitator’s guide. (See Appendix Two) If you already offer a Unity Basics course, compare it with “Unity from the Inside Out” and decide which you want to offer. (*“Unity from the Inside Out” is offered as an option only. Feel free to continue your own Unity Basics class if you prefer.*)
- These three foundational courses should be offered regularly. Make sure members and newcomers are aware of course schedules and encouraged to take these courses.
- Begin with the essential Phase One courses, and have at least one course in Emotional Development and Spiritual Development ready to follow for Phase Two.

Phase One Overview (Roadmap)	
Recommended Essentials	Enrichment Options
<p>It is <b>recommended</b> that <i>Awakening Our Emotional &amp; Spiritual Maturity</i> and <i>Meditation Basics</i> classes be <b>required as a foundation for moving to Phase Two</b>. For those who have been highly involved and grounded in Unity teachings, such that they are integrated in their thinking and practices, the <i>Unity from the Inside Out</i> class could be skipped.</p>	
<p><b><u>Emotional Development</u></b></p> <ul style="list-style-type: none"> <li>• Awakening Our Emotional and Spiritual Maturity</li> </ul> <p><b><u>Spiritual Development</u></b></p> <p><b>Spiritual Practice</b></p> <ul style="list-style-type: none"> <li>• Meditation Basics</li> </ul> <p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Unity from the Inside Out (or your own Unity Basics class)</li> </ul>	<p><b><u>Spiritual Development</u></b></p> <p><b>Spiritual Practice</b></p> <ul style="list-style-type: none"> <li>• Mindfulness Practice</li> </ul>

## Phase Two

Phase Two **consists of two focus areas, Emotional Development and Spiritual Development**. Each focus area contains 2-4 essential courses and 1-2 enrichment options.

To implement Phase Two:

- **Smaller churches:** Choose one course each in Emotional and Spiritual Development focus areas to offer first. Build in additional courses from Phase Two as you are able. Remember to keep the two focus areas of Emotional and Spiritual Development in balance. (See Sample Roadmap, p. 32.)
- **Larger churches:** To begin, consider offering a course in Phase Two each quarter, alternating between the two focus areas. If your church is large enough, consider offering two courses each quarter, one from each focus area. Add more courses as your resources permit. (See Sample Roadmap, p. 33-34.)
- **Note:** Since spiritual development can be held back without sufficient emotional development, it is wise to make sure that you are offering Phase Two Emotional Development courses **before** beginning Phase Three Spiritual Development courses.

Phase Two Overview (Roadmap)	
Recommended Essentials	Enrichment Options
Phase One is foundational to be prepared for this phase. It is recommended that you alternate between an Emotional Development class and a Spiritual Development class. In this way, participants are developing both aspects on a consistent basis.	
<p><b><u>Emotional Development</u></b></p> <ul style="list-style-type: none"> <li>• Unfolding Self: Birthing Your Greater Reality (Best taught <b>before</b> <i>I of the Storm</i>)</li> <li>• I of the Storm (SEE Elective)</li> </ul> <p><b><u>Spiritual Development</u></b></p> <p><b>Spiritual Practice</b></p> <ul style="list-style-type: none"> <li>• Spiritual Gifts Discovery (SEE Elective)</li> <li>• SQ21: Twenty-One Skills of Spiritual Intelligence</li> </ul> <p style="text-align: right;"><i>(continued next page)</i></p> <p><i>Phase Two-Essentials-Spiritual Development</i></p>	<p><b><u>Emotional Development</u></b></p> <ul style="list-style-type: none"> <li>• Finding Yourself in Transition (SEE Elective)</li> <li>• Self Awareness</li> </ul> <p><b><u>Spiritual Development</u></b></p> <p style="text-align: right;"><i>(continued next page)</i></p> <p><i>Phase Two-Enrichment-Spiritual Development</i></p>

<p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Choose one of the following as an essential course and the other as an enrichment option: <ul style="list-style-type: none"> <li>○ Lessons in Truth - <b>or</b> -</li> <li>○ Discover the Power Within You</li> </ul> </li> <li>• Jesus' Teachings</li> </ul>	<p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Choose one of the following as an essential course and the other as an enrichment option: <ul style="list-style-type: none"> <li>○ Lessons in Truth - <b>or</b> -</li> <li>○ Discover the Power Within You</li> </ul> </li> </ul>
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## Phase Three

To implement Phase Three:

- Look at your spiritual community and choose the path(s) most consistent with your vision, mission and core values and/or observe which courses will benefit your overall community development the most. Consider beginning with those.
- Consider which courses you are currently offering that do **not** support emotional and spiritual development, as you may choose to discontinue them in order to have the time, resources and space available for courses that will.
- **Smaller churches:** Determine which courses your ministry is capable of providing to your spiritual community. Then connect participants to SEE online offerings or partner with other Unity churches so that all paths have courses available. (See Sample Roadmap, p 31.)
- **Larger churches:** Consider offering a course in each path every year or choose one path and offer one of the courses each quarter. Consider other options that work for the number of participants and resources you have available. For example, corporate size churches may wish to offer a course in each path every quarter. (See Sample Roadmap, p 32-33.)

Additional considerations for Phase Three Spiritual Development focus area are:

- Participants may choose to focus on a specific path and go deep or select a course from each path to explore and then choose a path to focus on.
- Each path offers Small Group Ministry options. If you have already established Small Group Ministries in your spiritual community, consider beginning groups with a focus in each path and using the materials listed. If you have not established a Small Group Ministry, refer to Unity Worldwide Ministries *Small Group Ministry Guide*. [www.UnityWorldwideMinistries.org/Small-Group-Ministry-Guide](http://www.UnityWorldwideMinistries.org/Small-Group-Ministry-Guide)

Phase Three Overview (Roadmap)	
Recommended Essentials	Enrichment Options
Phase Two is foundational to be prepared for this phase. It is recommended that you alternate between the two categories.	
<p><b><u>Emotional Development</u></b></p> <p><b>Self Path</b></p> <ul style="list-style-type: none"> <li>• Art and Practice of Living with Nothing and No One Against You * (<i>or similar shadow work</i>)</li> </ul> <p><i>* Highly recommended. Field-testing showed this is a powerful transformational process. It does require a certified facilitator.</i></p> <p><b>Relational Path</b></p> <ul style="list-style-type: none"> <li>• Crucial Conversations</li> </ul> <p><b><u>Spiritual Development</u></b></p> <p><b>Spiritual Practices</b></p> <ul style="list-style-type: none"> <li>• Unity Prayer (SEE)</li> </ul> <p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Heart-Centered Metaphysics 1 (SEE)</li> <li>• Heart-Centered Metaphysics 2 (SEE)</li> <li>• UWM Small Group Ministry Course: "Meeting Myself in the Bible"</li> </ul> <p><b>Prosperity Path</b></p> <ul style="list-style-type: none"> <li>• Any one of the following tithing programs:             <ul style="list-style-type: none"> <li>○ 4T</li> </ul> </li> </ul> <p>(continued next page)</p>	<p><b><u>Emotional Development</u></b></p> <p><b>Relational Path</b></p> <ul style="list-style-type: none"> <li>• Interpersonal Skills</li> </ul> <p><b><u>Spiritual Development</u></b></p> <p><b>Spiritual Practices</b></p> <ul style="list-style-type: none"> <li>• Meditation Practices</li> <li>• Living Originally</li> <li>• UWM Small Group Ministry Course: "Creating a Life of Prayer" (<i>supports those ministries focusing on small groups</i>)</li> </ul> <p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Heart-Centered Metaphysics 3 (SEE)</li> <li>• Bible Interpretation—Hebrew Scriptures</li> </ul> <p><b>Prosperity Path</b></p> <ul style="list-style-type: none"> <li>• UWM Small Group Ministry Course: "Living an Abundant Life" (<i>supports ministries focusing on small groups</i>)</li> </ul> <p>(continued next page)</p>

<p><i>Phase Three-Recommended Essentials-Prosperity Path</i></p> <ul style="list-style-type: none"> <li>○ Prosperity Plus</li> <li>○ Keys to the Kingdom</li> <li>○ An Integral Approach to Sustainable Prosperity</li> </ul> <p><b>Wholeness Path</b></p> <ul style="list-style-type: none"> <li>● The Quest for Wholeness (SEE Elective)</li> </ul>	<p><i>Phase Three-Enrichment Options-Prosperity Path</i></p> <ul style="list-style-type: none"> <li>● Four Spiritual Laws of Prosperity (Found in Thriving in Unity (TiU) 1.0's workbook, <i>The Practice of Thriving</i>.) <a href="http://www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTbook.pdf">www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTbook.pdf</a></li> <li>● Practice of Thriving 2.0—Spiritual Economics (TiU 2.0) - <a href="http://www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTBook2.pdf">www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTBook2.pdf</a></li> <li>● Prosperity (SEE)</li> </ul> <p><b>Wholeness Path</b></p> <ul style="list-style-type: none"> <li>● UWM Small Group Ministry Course: "Knowing the Truth about Healing"</li> </ul>
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**For implementation examples, see “Sample Roadmap for a Small Center” (p. 32) and “Sample Roadmap for a Large Center” (pp. 33-34).**



# Emotional and Spiritual Development

## Sample Roadmap for a Small Center—Year One

*Note: This plan covers the essential classes for Phase One and Two within a year*

### January

#### **Phase One—Emotional Development**

Tues, Jan. 13, 21, 28 7-9 PM

#### **Awakening Our Emotional & Spiritual Development**

Instructor: Rev. Revealing

### February—March

#### **Phase One**

Tues, Feb. 4, 11, 18, 25 & Mar 4, 11, 18  
7-9 PM

#### **Unity from the Inside Out (or your own Unity Basics class)**

Instructor: Babs Basic, LUT

### April

#### **Phase One—Spiritual Development**

Tues, Apr 1, 8 & 15 7-9 PM

#### **Meditation Basics**

Instructor: Mary Mellow, LUT

### April—May

#### **Phase Two—Emotional Development**

Tues, April 22, 29 & May 6, 13 7-9 PM

#### **Unfolding Self: Birthing Your**

#### **Greater Reality**

Instructor: Rev. Revealing

### June—July

#### **Phase Two—Spiritual Development**

Tues, June 3, 10, 17, 24 & July 1 7-9 PM

#### **Spiritual Gifts Discovery**

Facilitator: Sally Serene

### July--August

#### **Phase Two—Emotional Development**

Tues, July 8, 15, 22, 29 & Aug 5 7-9 PM

#### **I of the Storm**

Rev. Revealing

### August--September

#### **Phase Two—Spiritual Development**

#### **(Spiritual Practice)**

Tues, Aug 12, 19, 26 & Sept 2, 9 7-9 PM

#### **SQ21: Twenty-One Skills of Spiritual Intelligence**

Instructor: Mary Mellow, LUT

### September--October

#### **Phase Two—Spiritual Development**

#### **(Unity Path)**

Tues, Sept 16, 23, 30 & Oct 7, 14 7-9 PM

#### **Discover the Power Within You**

Instructor: Rev. Revealing

### October--November

#### **Phase Two—Spiritual Development**

#### **(Unity Path)**

Tues, Oct 21, 28 & Nov 4, 11, 18 7-9 PM

#### **Jesus' Teachings**

Instructor: Larry Lively, LUT



# Emotional and Spiritual Development

## Sample Roadmap for a Large Center—Year One

*Note: This plan covers the essential classes for Phase One and Two within a year*

### January

#### ***Phase One—Emotional Development***

Tues, Jan. 14, 21 & 28 7-9 PM

#### **Awakening Our Emotional & Spiritual Development**

Instructor: Amazing Ashley

#### ***Phase Two—Spiritual Development***

##### **(Spiritual Practice)**

Thurs, Jan 9, 16, 23, 30 & Feb 5 7-9 PM

#### **Spiritual Gifts Discovery**

Facilitator: Serena Shelly

#### ***Phase Three—Spiritual Development***

##### **(Unity Path)**

Wed, Jan 10, 17, 24, 31 & Feb 5 7-9 PM

#### **Heart Centered Metaphysics I**

Instructor: Rev. Revealing

### February—March

#### ***Phase One—Spiritual Development***

##### **(Unity Path)**

Tues, Feb 4, 13, 20, 28 & Mar 4, 6, 11, 18  
7-9 PM

#### **Unity from the Inside Out (or your own Unity Basics class)**

Instructor Larry Lively, LUT

#### ***Phase Two—Emotional Development***

Thurs, Feb 15, 22 & Mar 5, 13, 20 7-9 PM

#### **Unfolding Self: Birthing Your Greater Reality**

Instructor: Angel Loving, LUT

#### ***Phase Three—Emotional Development (Self Path)***

Wed, Feb 12, 19, 26 & Mar 5, 12, 19, 26 7-9 PM

#### **The Art & Practice of No One & Nothing Against You**

Certified Instructor: Paul Powers

### April

#### ***Phase One—Spiritual Development*** **(Spiritual Practice)**

Thurs, Apr 1, 8 & 15 7-9 PM

#### **Meditation Basics**

Instructor: Mary Mellow

#### ***Phase Two—Spiritual Development***

##### **(Spiritual Practice)**

Thurs, 3, 10, 17, 24 & May 1 7-9 PM

#### **SQ21: Twenty-One Skills of Spiritual Intelligence**

Facilitator: Rev. Revealing

#### ***Phase Three—Spiritual Development***

##### **(Unity Path)**

Wed, Apr 2, 9, 15, 23, 30 7-9 PM

#### **Heart Centered Metaphysics 2**

Instructor: Rev. Mike, Assoc Minister

### May--June

#### ***Phase Two—Emotional Development***

Tues, May 6, 13, 20, 27 & June 3 7-9 PM

#### **Unfolding Self: Birthing Your Greater Reality**

Instructor: Larry Lively, LUT

#### ***Phase Two—Spiritual Development***

##### **(Spiritual Practice)**

Thurs, May 1, 8, 15, 22, 29 7-9 PM

#### **Spiritual Gifts Discovery**

Instructor: Ed Explorer

#### ***Phase Three—Emotional Development***

##### **(Relational Path)**

Wed, May 7, 14, 21, 28 & June 4, 11, 18, 25  
7-9 PM

#### **Crucial Conversations**

Instructor: Rev. Mike, Assoc Minister

**June--July**

***Phase Two—Emotional Development***

Thurs, June 5, 19, 26 & July 3, 10 7-9 PM

**I of the Storm**

Instructor: Rev. Revealing

***Phase Three—Spiritual Development***

**(Spiritual Practice)**

Wed, June 4, 11, 18, 26 & July 2 7-9 PM

**Unity Prayer**

Instructor: Rev. Mike, Assoc Minister

**July—August**

***Phase Two—Spiritual Development***

**(Unity Path)**

Thurs, July 17, 24, 21 & Aug 7, 14 7-9 PM

**Jesus' Teachings**

Instructor: Rev. Molly, Assoc Minister

***Phase Three—Emotional Development***

**(Self Path)**

Wed, July 9, 16, 23, 30 & Aug 6, 13, 20, 27  
7-9 PM

**The Art & Practice of No One & Nothing  
Against You**

Instructor: Powerful Paul

***Phase Three—Spiritual Development***

**(Spiritual Practice)**

Tues, July 1, 8, 15, 22, 30 & Aug 5, 12, 19, 26 7-9 PM

**Prosperity Plus I**

Facilitators: Revs Mike & Molly, Assoc Mins,

**September--October**

***Phase Two—Spiritual Development***

**(Unity Path)**

Thurs, Sept 18, 25 & Oct 2, 9, 16 7-9 PM

**Discover the Power Within You**

Instructor: Larry Lively, LUT

***Phase Three—Spiritual Development***

**(Wholeness Path)**

Wed, Sept 10, 17, 24 & Oct 1, 8 7-9 PM

**The Quest for Wholeness**

Instructor: Rev. Mike, Assoc Minister

**October--November**

***Phase Two—Emotional Development***

**(Enrichment Class)**

Tues, Oct 21, 18, & Nov 4, 11, 18 7-9 PM

**Finding Yourself in Transition**

Instructor: Mary Mellow, LUT

***Phase Two—Emotional Development***

**(Unity Path)**

Wed, Oct 22, 29 & Nov 5, 12, 19 7-9 PM

**Bible Interpretation—Hebrew Scriptures**

Instructor: Rev. Revealing

# Complete Overview of All ESD Phases (Roadmap)

*Creating a “community of learners” which highly values ongoing emotional and spiritual development.*

<b>Phase One</b>	
<b>Recommended Essentials</b>	<b>Enrichment Options</b>
<p>It is recommended that <i>Awakening Our Emotional &amp; Spiritual Maturity and Meditation Basics</i> classes be required as a foundation for moving to Phase Two. For those who have been highly involved and grounded in Unity teachings, such that they are integrated in their thinking and practices, the <i>Unity from the Inside Out</i> class could be skipped.</p>	
<p><b><u>Emotional Development</u></b></p> <ul style="list-style-type: none"> <li>Awakening Our Emotional and Spiritual Maturity</li> </ul> <p><b><u>Spiritual Development</u></b></p> <p><b>Spiritual Practice</b></p> <ul style="list-style-type: none"> <li>Meditation Basics</li> </ul> <p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>Unity from the Inside Out (or your own Unity Basics class)</li> </ul>	<p><b><u>Spiritual Development</u></b></p> <p><b>Spiritual Practice</b></p> <ul style="list-style-type: none"> <li>Mindfulness Practice</li> </ul>

<b>Phase Two</b>	
<b>Recommended Essentials</b>	<b>Enrichment Options</b>
<p>Phase One is foundational to be prepared for this phase. It is recommended that you alternate between an Emotional Development class and a Spiritual Development class. In this way, participants are developing both aspects on a consistent basis.</p>	
<p><b><u>Emotional Development</u></b></p> <ul style="list-style-type: none"> <li>Unfolding Self: Birthing Your Greater Reality (Best taught <b>before</b> <i>I of the Storm</i>)</li> <li>I of the Storm (SEE Elective)</li> </ul> <p><b><u>Spiritual Development</u></b></p> <p><b>Spiritual Practice</b></p> <ul style="list-style-type: none"> <li>Spiritual Gifts Discovery (SEE Elective)</li> <li>SQ21: Twenty-One Skills of Spiritual Intelligence</li> </ul> <p style="text-align: center;"><i>(continued below)</i></p> <p><i>Phase Two-Essentials-Spiritual Development</i></p>	<p><b><u>Emotional Development</u></b></p> <ul style="list-style-type: none"> <li>Finding Yourself in Transition (SEE Elective)</li> <li>Self Awareness</li> </ul> <p style="text-align: center;"><i>(continued below)</i></p> <p><i>Phase Two-Enrichment-Spiritual Development</i></p>

<p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Choose one of the following as an essential course and the other as an enrichment option: <ul style="list-style-type: none"> <li>○ Lessons in Truth - <b>or</b> -</li> <li>○ Discover the Power Within You</li> </ul> </li> <li>• Jesus' Teachings</li> </ul>	<p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Choose one of the following as an essential course and the other as an enrichment option: <ul style="list-style-type: none"> <li>○ Lessons in Truth - <b>or</b> -</li> <li>○ Discover the Power Within You</li> </ul> </li> </ul>
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**Phase Three**

<b>Recommended Essentials</b>	<b>Enrichment Options</b>
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Phase Two is foundational to be prepared for this phase. It is recommended that you alternate between the two categories.

<p><u><b>Emotional Development</b></u></p> <p><b>Self Path</b></p> <ul style="list-style-type: none"> <li>• Art and Practice of Living with Nothing and No One Against You * (<i>or similar shadow work</i>)</li> </ul> <p>* Highly recommended. Field testing showed this is a powerful transformational process. It does require a certified facilitator.</p> <p><b>Relational Path</b></p> <ul style="list-style-type: none"> <li>• Crucial Conversations</li> </ul> <p><u><b>Spiritual Development</b></u></p> <p><b>Spiritual Practices</b></p> <ul style="list-style-type: none"> <li>• Unity Prayer (SEE)</li> </ul> <p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Heart-Centered Metaphysics 1 (SEE)</li> <li>• Heart-Centered Metaphysics 2 (SEE)</li> <li>• UWM Small Group Ministry Course: "Meeting Myself in the Bible"</li> </ul>	<p><u><b>Emotional Development</b></u></p> <p><b>Relational Path</b></p> <ul style="list-style-type: none"> <li>• Interpersonal Skills</li> </ul> <p><u><b>Spiritual Development</b></u></p> <p><b>Spiritual Practices</b></p> <ul style="list-style-type: none"> <li>• Meditation Practices</li> <li>• Living Originally</li> <li>• UWM Small Group Ministry Course: "Creating a Life of Prayer" (<i>supports those ministries focusing on small groups</i>)</li> </ul> <p><b>Unity Path</b></p> <ul style="list-style-type: none"> <li>• Heart-Centered Metaphysics 3 (SEE)</li> <li>• Bible Interpretation—Hebrew Scriptures</li> </ul>
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<p><i>Phase Three-Essentials-Spiritual Development</i></p> <p><b>Prosperity Path</b></p> <ul style="list-style-type: none"> <li>• Any one of the following tithing programs: <ul style="list-style-type: none"> <li>○ 4T</li> <li>○ Prosperity Plus</li> <li>○ Keys to the Kingdom</li> <li>○ An Integral Approach to Sustainable Prosperity</li> </ul> </li> </ul> <p><b>Wholeness Path</b></p> <ul style="list-style-type: none"> <li>• The Quest for Wholeness (SEE Elective)</li> </ul>	<p><i>Phase Three-Enrichment-Spiritual Development</i></p> <p><b>Prosperity Path</b></p> <ul style="list-style-type: none"> <li>• UWM Small Group Ministry Course: "Living an Abundant Life" (<i>supports ministries focusing on small groups</i>)</li> <li>• Four Spiritual Laws of Prosperity (Found in Thriving in Unity (TiU) 1.0 workbook, <i>The Practice of Thriving.</i>) <a href="http://www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTbook.pdf">www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTbook.pdf</a></li> <li>• Practice of Thriving 2.0—Spiritual Economics (TiU 2.0) - <a href="http://www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTBook2.pdf">www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTBook2.pdf</a></li> <li>• Prosperity (SEE)</li> </ul> <p><b>Wholeness Path</b></p> <ul style="list-style-type: none"> <li>• UWM Small Group Ministry Course: "Knowing the Truth about Healing"</li> </ul>
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NOTE: Any course with the SEE tag indicates students may receive class credit from Unity's Spiritual Education and Enrichment program.



# Emotional and Spiritual Development Courses

## Intention

The courses below are meant and designed to be more than just “head” or intellectual knowledge. They are intended to support individual exploration, deepening and maturing with real life applications. The courses are designed to provide:

- Practical applications to daily life
- Combinations of head, heart and hands (spiritual practices)
- Multi-media and multiple learning styles approach
- Brain-based teaching methodology
- Experiential learning when possible
- Fun and lively atmospheres
- Bridges to small group ministry

## Course Descriptions

### Phase One—Recommended Essentials

#### Emotional Development

##### *Awakening Our Spiritual and Emotional Maturity*

**Purpose:**

The purpose of this class is to define emotional and spiritual intelligence, identify key behaviors that reflect the maturity of these intelligences, identify the skills that make up the intelligences and begin to explore ways in which people can grow and develop these skills.

**Length:** Three sessions; the first session is 2 ½ hours, sessions 2 and 3 are each 2 hours.

**Objectives:**

Students will be able to:

- Define and describe Emotional and Spiritual Intelligence.
- Engage in activities that make emotional and spiritual intelligence alive and real for them.
- Identify the benefits for developing Emotional and Spiritual Intelligence.

**Course Materials:**

Facilitator Guide— **Appendix Two-A**

## Spiritual Development—Spiritual Practice

### *Meditation Basics*

**Purpose:**

This experiential course explores the mantra meditation technique and practice. Some of the difficulties and blocks to a regular meditation practice are explored as well as ways to overcome them.

**Length:** Five one-hour sessions

**Objectives:**

Students will be able to:

- Understand and be able to explain basic meditation practice using mantras.
- Articulate some of the blocks to meditation and how to overcome them.
- Identify tips for establishing a basic meditation practice.

**Course Materials:**

Optional text for facilitator—*Meditation for Dummies* by Stephen Bodian

[http://www.amazon.com/Meditation-Dummies-Audio-Stephen-Bodian/dp/1118291441/ref=sr\\_1\\_1?s=books&ie=UTF8&qid=1429051484&sr=1-1&keywords=meditation+for+dummies+2015](http://www.amazon.com/Meditation-Dummies-Audio-Stephen-Bodian/dp/1118291441/ref=sr_1_1?s=books&ie=UTF8&qid=1429051484&sr=1-1&keywords=meditation+for+dummies+2015)

Facilitator Guide— **Appendix Two-B**

## **Spiritual Development—Unity Path**

### ***Unity From The Inside Out***

**Purpose:**

This course is based on a class developed by Rev. Mary Omwake that combines teaching Unity basic principles with a small group process that supports participants in exploring their personal beliefs in relationship to Unity teachings.

Topics include: history and foundation of the Unity movement, the five basic Unity principles, introduction to the Twelve Powers, and spiritual laws. This work has been updated with educational resources added, including PowerPoint, music files, Facilitator Guide and Student Handbook.

**Length:** Eight two-hour sessions

**Objectives:**

Students will be able to:

- Begin looking past the stories we tell about ourselves to the spiritual truth—that we are whole, complete and totally deserving of God’s abundant and unlimited good.
- Spiritually stretch by declaring their intention to a large gathering and gaining support of like-minded people.
- Use basic tools necessary for spiritual growth in their Unity community.
- Explain Unity’s five basic principles and relate how these principles operate in their lives.

**Course Materials:**

Facilitator Guide, Student Handbook, PowerPoint—**Appendix Two-C**



## Phase One—Enrichment Options

### Spiritual Development—Spiritual Practice

#### *Mindfulness Practice*

**Purpose:**

This experiential course explores Mindfulness Meditation and Mindfulness Meditation practice. A common form of mindfulness is Insight Meditation, or Vipassana, based in the Buddhist tradition. The benefits of meditation practice are explored, as are some of the difficulties and blocks that arise to a regular meditation practice along with ways to overcome them.

**Length:** Five two-hour sessions

**Objectives:**

Students will be able to:

- Explain Mindfulness Meditation and Mindfulness Meditation Practice.
- Articulate some of the blocks to meditation and how to overcome them.
- Identify tips for establishing a Mindfulness Meditation practice.
- Innumerate some of the benefits of a regular meditation practice.

**Course Materials:**

*Meditation for Dummies* by Stephen Bodian

[http://www.amazon.com/Meditation-Dummies-Audio-Stephen-Bodian/dp/1118291441/ref=sr\\_1\\_1?s=books&ie=UTF8&qid=1429051484&sr=1-1&keywords=meditation+for+dummies+2015](http://www.amazon.com/Meditation-Dummies-Audio-Stephen-Bodian/dp/1118291441/ref=sr_1_1?s=books&ie=UTF8&qid=1429051484&sr=1-1&keywords=meditation+for+dummies+2015)

Facilitator Guide—**Appendix Two-D**

## Phase Two—Recommended Essentials

### Emotional Development

#### *Unfolding Self: Birthing Your Greater Reality*

##### **Purpose:**

This course is an exploration of personal and spiritual growth. The course brings together spirituality, psychology and science to focus on who we are as spiritual beings experiencing a human life and ways in which we can more consciously participate in the process of living as an expression of spirit. The course will be interactive and experiential, providing an opportunity for students to learn and apply metaphysical principles in their own healing and growth.

**Length:** Five two-hour sessions.

##### **Objectives:**

Students will be able to:

- Articulate the meaning of “conscious evolution.”
- Explain the process of involution and evolution.
- Describe themselves in terms of personality and individuality.
- Demonstrate the ability to use inner dialogue and conflict resolution for healing themselves.
- Identify the significant events in their lives and explain how the experiences they draw from those events contribute to their sense of wholeness.
- Articulate a “next step” on their path as a “conscious evolutionary.”

##### **Course Materials:**

*Birthing a Greater Reality*—Robert Brumet

<http://shop.unityonline.org/products/B0038>

Facilitator Guide —**Appendix Two-E**

Created by Anne Bewley, Ph.D., LUT

## **Emotional Development**

### *I of the Storm*

#### **Purpose:**

This course explores the principles of embracing conflict and creating peace in everyday life and how these principles may be relevant in the life of the spiritual community. The objective of this course is to embrace the statement “No One and Nothing is Against Me” in such a way that we can use it in our most challenging times.

**Length:** Eight two-hour sessions

#### **Objectives:**

Students will be able to:

- Identify inner resources that we are here to express.
- Explain how Unity principles relate to embracing conflict and creating peace.
- Describe the nature of wholeness and how this relates to being the Way of God.
- Demonstrate how to dismantle those things that look and feel against us.
- Practice the ability to function from the heart center.
- Practice the skills for dealing with criticism and judgment.
- Demonstrate the capacity to review past experiences and use the reconciliation practice in their life.

#### **Course Materials:**

##### **Instructor’s Materials:**

- *I of the Storm*  
[www.UnityWorldwideMinistries.org/i-storm-embracing-conflict-creating-peace](http://www.UnityWorldwideMinistries.org/i-storm-embracing-conflict-creating-peace)
- *I of the Storm*—Teacher's Guide  
[www.UnityWorldwideMinistries.org/i-storm-adult-curriculum](http://www.UnityWorldwideMinistries.org/i-storm-adult-curriculum)
- *I of the Storm for Teens* (also required for Teacher’s Guide)  
[www.UnityWorldwideMinistries.org/i-storm-teens-finding-peace-midst-conflict-book](http://www.UnityWorldwideMinistries.org/i-storm-teens-finding-peace-midst-conflict-book)

##### **Student’s Materials**

- *I of the Storm:*  
[www.UnityWorldwideMinistries.org/i-storm-embracing-conflict-creating-peace](http://www.UnityWorldwideMinistries.org/i-storm-embracing-conflict-creating-peace)
- Day-by-Day Journal  
[www.UnityWorldwideMinistries.org/day-day-journal](http://www.UnityWorldwideMinistries.org/day-day-journal)

## **Spiritual Development—Spiritual Practice**

### ***Spiritual Gifts Discovery Process***

#### **Purpose:**

Through this course, individuals will be introduced to the ideas of True Self and unique expression, their “spiritual gifts” and how this all connects in a greater context to core values, sacred service and spiritual development—maximizing each person’s capacity to grow and thrive.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Reconnect with the True Self.
- Identify one’s unique expression.
- Create core values and personal purpose statement.
- Gain clarity on what awakens passion within a person and connect that to community and world needs.
- Discern individual gifts for sacred service and see ourselves as stewards of these gifts.
- Mature spiritually by using these gifts to serve each other and the community.
- Continue their spiritual awareness and development for self and others.

#### **Course Materials:**

Spiritual Gifts Discovery Process Guide—<http://www.UnityWorldwideMinistries.org/Guides>

## **Spiritual Development—Spiritual Practice**

### ***SQ21: The Twenty-One Skills of Spiritual Intelligence***

#### **Purpose:**

This course creates a deeper understanding of the nature of spiritual intelligence and its twenty-one skills. Participants are drawn into greater self-awareness and the value of taking conscious responsibility for developing further spiritual intelligence. Various development tools are explored to help build skills that enable wisdom and loving behaviors.

**Length:** Eight one and one-half or two hour sessions

#### **Objectives:**

Students will be able to:

- Explain the nature of spiritual intelligence and the value of its further development.
- Assess their own level of skill for each of the twenty-one skills.
- Identify which of the skills to focus on in their own development and tools and practices that help them build these skills.

#### **Course Materials:**

***SQ21: The Twenty-One Skills of Spiritual Intelligence***—Cindy Wigglesworth  
<http://www.amazon.com/books/dp/1590792351>

Facilitator Guide— **Appendix Two-F**

## **Spiritual Development—Unity Path**

### ***Lessons in Truth (SEE)\****

\*Or use *Discover the Power Within You* (see Appendix Two-K)

#### **Purpose:**

This is an exploration of the oldest Unity book, first published in 1903, by H. Emilie Cady. Students will study and discuss metaphysical principles as understood by the author. An emphasis will be made to facilitate a practice of these ideas as well, as this was always the intention of Unity's pioneers.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Explain the essential metaphysical concepts, including the choice of freedom, the Spirit within, thoughts as instruments, the tools of denial and affirmation, spiritual gifts, the secret place of the Most High, the Silence and expressing Oneness.
- Apply one or more of these concepts in daily life.

#### **Course Materials:**

*Lessons in Truth* by H. Emilie Cady

<http://shop.unityonline.org/products/B0169>

Syllabus—**Appendix Two-G**

## **Spiritual Development—Unity Path**

### *Jesus' Teachings (SEE)*

#### **Purpose:**

In this course, students will use the Gospels, as well as ancient literary sources outside biblical canon, to discover both the concepts that have been reported that Jesus taught and the methods he used to teach his disciples. Students will learn to build a strong spiritual foundation based on what we believe Jesus actually taught rather than what others taught about him and his work.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Examine the historical Jesus information and compare with one's own theological viewpoint in order to (re)create an understanding of who Jesus was and is for oneself.
- Evaluate both biblical and extra-biblical sources to understand the teachings of Jesus and the teachings about Jesus.
- Formulate his/her own critical understanding of Jesus' life and teachings based on content and methodologies learned during the course.
- Define and describe examples of Jesus' most used teaching methods: parables and aphorisms.
- Apply the teachings of Jesus to situations in their own lives.

#### **Course Materials:**

The Bible: (The New Revised Standard Version is recommended). However, a variety of translations in the classroom adds a richness to our understanding.

*Discover the Power Within You* by Eric Butterworth

<https://shop.unityonline.org/products/B0017>

Syllabus—**Appendix Two-H**

## Phase Two—Enrichment Options

### Emotional Development

#### *Finding Yourself in Transition*

**Purpose:**

Life is filled with constant change. Our ability to recognize, manage and learn from the many personal, social and economic changes that occur in our lives can help us enjoy a higher quality of life and deepen our spiritual understanding. Every change marks a transition from the old to the new. This course will not only help participants understand and manage the phases of transition in their lives, but also see transitions as opportunities for personal transformation and spiritual awakening.

**Length:** Five two-hour sessions

**Objectives:**

Students will be able to:

- Identify and explain the three phases of any transition.
- Explore the major transitions they have experienced in the past and evaluate how these changes have affected their personal transformation and spiritual awakening.
- Apply their learning to evaluate where they may be in any current transition.
- Describe the value of transitions as a tool for spiritual growth.
- Create a self-help plan (including affirmations, spiritual tools, action steps and resources) to help them successfully navigate through transitions.

**Course Materials:**

*Finding Yourself in Transition* by Robert Brumet <http://shop.unityonline.org/products/B0050>

Facilitator Guide—**Appendix Two-I**

Facilitator Guide provided by Unity on the River



## **Emotional Development**

### ***Self-Awareness***

#### **Purpose:**

This is a survey course in the practical application of self-awareness and spiritual principles to promote and restore wholeness, balance, and optimal functioning in the student's life. We study various systems and techniques of self-awareness and explore the integration of spiritual principles into each of them.

**Length:** Five two-hour sessions

#### **Objectives:**

Students will be able to:

- Examine and apply various awareness techniques to gain insight into one's attitudes, beliefs, and ways of being.
- Recognize the symptoms of stress and being out of balance; apply healthy responses that reduce stress and restore balance.
- Integrate spiritual principles into one's everyday life so as to maintain balance and to honor all facets of one's nature.

#### **Course Materials:**

Facilitator Guide—**Appendix Two-J**

## **Spiritual Development—Unity Path**

### ***Discover the Power Within You* (SEE)\***

\*Or use *Lessons in Truth*— Phase Two-G

#### **Purpose:**

This course is a spiritual, metaphysical study of the teachings of Jesus. It is based on Eric Butterworth's renowned book, *Discover the Power Within You*, that declares we all can discover, claim and powerfully express the inherent divinity we are.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Explain the main teachings of Jesus Christ according to Eric Butterworth.
- Articulate the connection between Unity principles and Jesus' teachings.
- Create an action plan that will support the student in practicing Jesus' teachings.

#### **Course Materials:**

*Discover the Power Within You* by Eric Butterworth

<http://shop.unityonline.org/products/B0017>

*The Bible* (NRSV) or any other version of the Bible

Syllabus—**Appendix Two-K**

## Phase Three—Recommended Essentials

### Emotional Development—Self Path

#### *The Art & Practice of Living with Nothing and No One Against You\**

**Purpose:**

What would life be like if you lived every minute of every day with the deep peace of knowing that nothing and no one is against you? Too often in life we believe that outer circumstances are holding us back. When we wait for others to change, for the right job or relationship to arrive, we give away our sense of wholeness, our very freedom to craft the life our heart desires. In this course you will find mind-stretching concepts, heart-opening practices, and real-life tools to help you consciously create your desired life. Learn how to take the most trying circumstances and put them to use in manifesting your magnificence. Unlock the wisdom in your heart and learn to see the gift of Grace that is everywhere present.

**Length:** Six to eight one-hour workshop experiences, followed by 21 days of Q Process work with scheduled group debriefing sessions.

**Objectives:**

Students will be able to:

- Recognize the inherent wholeness present within.
- Recognize that life is 100% for them.
- Relate spiritual principles with apparent “reality.”
- Describe the usefulness and creative power of the shadow.
- Apply the awareness and skills learned to break out of issue patterns in their life.
- Apply the awareness and skills learned to life challenges they experience so that they can move through them without fear and limitation.

**Course Materials:**

*The Art and Practice of Living with Nothing and No One Against You Workbook* by Gary Simmons and Rima E. Bonario <http://www.theqeffect.com/q-store/books/workbook>

**Note:** Only Q Effect certified facilitators can present this course.

Call (641) 715-3900 X 88117 or email [info@theqeffect.com](mailto:info@theqeffect.com)

\*Similar shadow work can be used to achieve the above objectives.

## **Emotional Development—Relational Path**

### *Crucial Conversations*

**Purpose:**

This course will help participants to learn and apply skills that will sustain a dialogue rather than shutting it down. When the stakes are high, emotions are strong and opinions are diverse, our tendency is to lash out or shut down. This course will teach you how stay engaged in the conversation for a healthy outcome.

**Length:**

Eight two-hour sessions

**Objectives:**

Students will be able to:

- Explain the eight principles to healthy dialogue.
- Apply tools for engaging in dialogue.
- Demonstrate learning by mastering their emotions and seeking a higher purpose during tough conversations.

**Course Materials:**

*Crucial Conversations* by Kerry Patterson, Joseph Grenny, Ron McMillan and Al Switzler  
<http://www.amazon.com/dp/1469266822>

Facilitator Guide —**Appendix Two-L**

## Spiritual Development—Spiritual Practices

### *Unity Prayer (SEE)*

#### **Purpose:**

The course introduces the Unity way of affirmative prayer. It will also explore the traditional Unity five-step prayer process. The student will be supported in creating a daily prayer practice.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Describe and demonstrate the application of the principles of Truth that are present in the five-step prayer process.
- Identify their current prayer method and compare and contrast it with the Unity method of affirmative prayer.
- Create a prayer practice that the student can maintain.

#### **Course Materials:**

*How to Pray Without Talking to God* by Rev. Linda Martella-Whitsett

[www.amazon.com/dp/1571746684/?tag=mh0b20&hvadid=1848737516&ref=pd\\_sl\\_2yuhvwwug4\\_e](http://www.amazon.com/dp/1571746684/?tag=mh0b20&hvadid=1848737516&ref=pd_sl_2yuhvwwug4_e)

Syllabus—**Appendix Two-M**

## Spiritual Development—Unity Path

### *Heart-Centered Metaphysics 1 (SEE)*

#### **Purpose:**

This course explores some of Unity's fundamental Principles as well as the highest form of mind action, prayer. Students will be encouraged to awaken their awareness and understanding of spiritual Truth in order to employ It in their everyday life.

Topics explored in this course are:

Metaphysics and Truth; life is consciousness; spiritual evolution, building consciousness; our purpose, Divine Will, Divine Plan, Divine Guidance; the Silence; meditation; prayer; praying with others.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Articulate and use Unity's affirmative prayer process.
- Explain the significance of the Silence and meditation and their relationship to each other.
- Compare and contrast Unity's view and the traditional view of Divine Purpose, Will, Plan and Guidance.
- Illustrate some of the key aspects and processes of building Christ Consciousness.

#### **Course Materials:**

*Heart-Centered Metaphysics* by Paul Hasselbeck

<http://shop.unityonline.org/products/B2132> .

*Applying Heart-Centered Metaphysics Workbook* by Cher Holton and Paul Hasselbeck

<https://shop.unityonline.org/products/B0132>

Syllabus—**Appendix Two-N**

## Spiritual Development—Unity Path

### *Heart-Centered Metaphysics 2* (SEE)

#### **Purpose:**

This course explores some of the more complex metaphysical concepts such as Oneness and creation, as well as offers a Unity perspective on terminology that is commonly used by much of mainstream Christianity. In the process, aspects of students' embedded theology is exposed and Unity teachings are clarified. Practical application is the primary goal.

Topics explored in this course are:

Beingness, Oneness, Divine Mind; the spiritual universe, the physical universe; the Divine paradoxes; the Trinity; evil, sin, the Devil; Jesus, the Christ, Jesus Christ, Christ Jesus; the threefold nature of humankind; the three phases of Mind; personality, individuality.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Compare and contrast their current view of God with Unity's view of "God."
- Differentiate between who you are and what you are.
- Compare and contrast Jesus, Christ, Jesus Christ, Christ Jesus, and explore the relationship and importance of these concepts in the student's life.
- Synchronize the three phases of mind with humankind's threefold nature.

#### **Course Materials:**

*Heart-centered Metaphysics* by Paul Hasselbeck

<http://shop.unityonline.org/products/B2132>

*Applying Heart-Centered Metaphysics Workbook* by Cher Holton and Paul Hasselbeck

<https://shop.unityonline.org/products/B0132>

Syllabus— **Appendix Two-O**

## Spiritual Development—Unity Path

### *Meeting Myself in the Bible*

#### **Purpose:**

As we explore the Old Testament, the Wisdom literature, the miracles of Jesus, the parables of Jesus, the activity of the Holy Spirit, and the writings of Paul, we discover what Bible stories, characters and events can teach us about our lives, ourselves and our relationships with each other. This small group exploration focuses on helping participants deepen their understanding of the Bible as a practical tool for living more joyful and abundant lives.

**Length:** Seven two-hour sessions.

#### **Objectives:**

Students will be able to:

- Explore their relationship with the Bible in the past and present.
- Practice interpreting the Bible metaphysically, as they discover how Bible stories and characters relate to their own lives.
- Recall how the Bible is organized.
- Recognize the Bible as a source of literature and wisdom.
- Recognize their inner Christ as they explore the miracles and parables of Jesus and the letters of Paul.
- Describe the “good news” of the Christ and how truth principles work in their everyday lives.

#### **Course Materials:**

*Meeting Myself in the Bible*

(Unity Worldwide Ministries Small Group Guide)

<http://www.unityworldwideministries.org/meeting-myself-bible>



## **Spiritual Development—Prosperity Path**

Choose one of the four prosperity program options: *4T Program*, *Prosperity Plus*, *Keys to the Kingdom* or *An Integral Approach to Sustainable Prosperity*

### ***4T Program***

#### **Purpose:**

The 4T Program is a course in prosperity transformation and commitment to change. The student who participates in this course can expect a renewal of mind and a changed and uplifted consciousness that expresses in the manifest realm. The course uses an adapted Twelve Step process to support participants in commitment to changing from a material, sense-oriented consciousness to a spiritual, God-centered consciousness. Participants are encouraged to think God first—to have a sense of God’s presence in their awareness as they go about the daily business of living life to its fullest.

**Length:** Twelve two-hour sessions.

#### **Objectives:**

Students will be able to:

- Recognize limited beliefs, thoughts and actions and use course steps to release them.
- Practice course teachings by thinking God first.
- Examine themselves by making a searching and fearless moral inventory.
- Employ course steps in making amends to people who have been harmed.
- Use prayer and meditation to improve conscious contact with God.
- Demonstrate commitment through tithing time, talent and treasure.

#### **Course Materials:**

*4T Prosperity Program* by Stretton Smith <http://4tprosperity.com/>

## **Spiritual Development—Prosperity Path**

Choose one of the four prosperity program options: *4T Program*, *Prosperity Plus*, *Keys to the Kingdom* or *An Integral Approach to Sustainable Prosperity*

### ***Prosperity Plus***

#### **Purpose:**

This course teaches a new way of living centered in spiritual practices of an abundant life. In this course, participants move from fear, scarcity, and limited thinking to a life full of possibility, prosperity, and promise. Students will discover the ten universal laws that govern an abundant life and will be given the opportunity and encouragement to put these universal laws into daily practice. The course serves as a catalyst for greater self-awareness, deeper spiritual practice, more meaningful relationships, financial increase, and stronger self-esteem. Participants will focus on living their purpose and giving their biggest gifts to the world.

**Length:** Ten two-hour sessions

#### **Objectives:**

Students will be able to:

- Describe how to release their blocks to living with more ease and flow and apply this to their life.
- Explain how to unlock new financial energy and resources and apply this to their life.
- Create a vision for the life of their dreams that includes wealth in every area of their lives from relationships and health to career and living their purpose.

#### **Course Materials:**

*Prosperity Plus* by Mary Manin Morrissey

<http://prosperityplusprogram.com/>

Instructor's Package

Participant's Package

## **Spiritual Development—Prosperity Path**

Choose one of the four prosperity program options: *4T Program*, *Prosperity Plus*, *Keys to the Kingdom* or *An Integral Approach to Sustainable Prosperity*

### ***Keys to the Kingdom***

#### **Purpose:**

This is not a course about simply getting more money or material things. It is a guide to developing a higher level of spiritual awareness. The course leads to an understanding of the spiritual foundation of true abundance and creating a life in greater harmony with spiritual law. It helps make the connection between giving and receiving using Jesus' prosperity lesson. As you experience the truth of Jesus' words, you will naturally open the door to many new possibilities and deepen your relationship with Spirit.

**Length:** Seven two-hour sessions with suggested optional follow-up class or celebration

#### **Objectives:**

Students will be able to:

- Recognize the connection between giving and receiving.
- Describe the spiritual foundation of true abundance.
- Identify limited beliefs about abundance, happiness, and success and use course learnings to change them.
- Use the prosperity concepts to create a life in greater harmony with spiritual law.

#### **Course Materials:**

*Keys to the Kingdom* by David Owen Ritz

Facilitator Kit

Student Kit

<http://newthoughtsforliving.com/keysToTheKingdom.php>

## **Spiritual Development—Prosperity Path**

Choose one of the four prosperity program options: *4T Program*, *Prosperity Plus*, *Keys to the Kingdom* or *An Integral Approach to Sustainable Prosperity*

### ***An Integral Approach to Sustainable Prosperity***

#### **Purpose:**

This course brings an integral practice to finances by combining the good that comes from generous giving with the practicality of good money management that will provide sustainable prosperity. Participants will understand their complete financial picture, and to be in control of where, how and why they spend money. The course will support participants in choosing to spend money based on their values rather than past emotional experiences; understanding the spiritual basis for creating an abundant life; and choosing a percentage for generous giving based on their current financial circumstances while moving toward ever greater and greater prosperity.

**Length:** Twelve two-hour sessions

#### **Objectives:**

Students will be able to:

- Define and describe the connection between their spiritual lives and their financial life.
- Identify where and how their money is spent.
- Define and describe their personal money history and how it impacts their current financial situation.
- Identify their personal values and how those values can be reflected in their financial lives.
- Identify distinctions between needs, wants and desires and use to create intentions with affirmations, required actions, and financial requirements.
- Develop a personal income statement.
- Develop a Spending Plan based on 6 weeks financial data of what they value.
- Develop a Net Worth Statement.

#### **Course Materials:**

*An Integral Approach to Sustainable Prosperity* by Rev. Doris Hoskins

Email [doris.g.hoskins@gmail.com](mailto:doris.g.hoskins@gmail.com)

## **Spiritual Development—Wholeness Path**

### *Quest for Wholeness*

**Purpose:**

This course supports students in the process of seeking, discovering, experiencing, and expressing their true nature as wholeness itself.

**Length:** Five two-hour sessions

**Objectives:**

Students will be able to:

- Explain spiritual healing.
- Examine essential elements of wholeness and spiritual healing.
- Create a practical roadmap or “toolkit” for their own spiritual healing journey.

**Course Materials:**

*The Quest for Wholeness* by Robert Brumet

<https://shop.unityonline.org/products/B0151>

Facilitator Guide to be developed—**Appendix Two-P**

## Phase Three—Enrichment Options

### Emotional Development—Relational Path

#### *Interpersonal Skills*

**Purpose:**

This is a course in understanding, living, serving and working with others. It will examine the importance of developing relationships that are spiritually and psychologically healthy. It offers methods and tools for creating, maintaining and sustaining healthy relationships.

**Length:** Five two-hour sessions

**Objectives:**

Students will be able to:

- Demonstrate successful use of listening, empathy and compassionate communication skills.
- Recognize their own embedded communication pattern and learn alternative healthy patterns of communication.
- Develop a plan for continuous growth in interpersonal skills.

**Course Materials:**

Facilitator Guide to be developed—**Appendix Two-Q**

## **Spiritual Development—Spiritual Practices**

### ***Meditation Practices (SEE)***

#### **Purpose:**

This course focuses on the practice and the experience of various forms of meditation. Benefits of the various forms of meditation will be explored, as well as methods to deal with resistance to it. There will also be helpful tips for developing a regular meditation practice. Practicing the Silence, Unity's meditation practice, is fundamental and foundational to Unity teachings. Therefore, it will be the primary meditation practice for the duration of the course.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Define meditation, practicing the Silence, and the Silence.
- Develop a daily practice of the Silence and report on their progress.
- Identify and describe any blocks or resistance to daily meditation as well as strategies to overcome them.
- Compare and contrast two different forms of meditation.

#### **Course Materials:**

*Meditation for Dummies: CD Edition* by Stephan Bodian. Wiley Publishing: Indianapolis, 2006.

<http://www.amazon.com/Meditation-For-Dummies-Audio-CD/dp/1118291441>

Syllabus—**Appendix Two-R**

## Spiritual Development—Spiritual Practices

### *Living Originally: Ten Spiritual Practices for Transforming Your Life*

#### **Purpose:**

This course describes the nature and purpose of spiritual practice. Ten spiritual practices are explored and participants are guided in the practice of each. Each spiritual practice is employed for a certain period of time with intervening support sessions addressing individual questions and issues.

**Length:** Twelve two-hour primary class sessions and ten intervening support sessions (one for each practice). If offered on a four-week-per practice format then the entire course would last about eleven months. If the course only covers the first five core practices then it would last about six months. A follow-up course covering the five special practices could be offered at a later date. (See Facilitator’s Guide for other implementation options.)

#### **Objectives:**

Students will be able to:

- Explain what “living originally” means to them.
- Describe the roles of personal will and adversity in spiritual transformation.
- Explain the role of spiritual practice in transformational spirituality.
- Recognize the importance of “returning to intention” rather than “striving for perfection” in the spiritual practices.
- Explain, practice, and use each spiritual practice covered in the course.

#### **Course Materials:**

*Living Originally: Ten Spiritual Practices to Transform Your Life* by Robert Brumet  
<http://shop.unityonline.org/products/B0113>

Online Meditations:

<http://www.unity.org/publications/unity-books/living-originally-guided-formal-meditations>

Facilitator Guide—**Appendix Two-S**



## Spiritual Development—Spiritual Practices

### *Creating a Life of Prayer*

**Purpose:**

This Unity Worldwide Ministries' Small Group exploration is designed to enrich and expand the prayer life of all participants as it deepens their faith and sense of community. Group members will explore and discover the power of affirmative prayer in their lives through the practice of prayer and meditation, as well as through story, discussion and creative experiences. *Creating a Life of Prayer* provides a strong foundation in Unity prayer principles and inspires an increased awareness of God's loving and constant presence in our lives.

**Length:** Seven two-hour sessions.

**Objectives:**

Students will be able to:

- Experience the power of prayer in community.
- Examine their current beliefs about prayer.
- Explore the role of believing, asking, affirming, releasing, surrender, receiving and gratitude in a life of prayer.
- Practice praying and meditating in safe and non-threatening ways—individually, as a group and with prayer partners.
- Form prayer requests into affirmations of belief and thanksgiving.

**Course Materials:**

*Creating a Life of Prayer*

(Unity Worldwide Ministries Small Group Guide)

<http://www.unityworldwideministries.org/creating-life-prayer>

## Spiritual Development—Unity Path

### *Heart-Centered Metaphysics 3* (SEE)

#### **Purpose:**

This course identifies basic, metaphysical tools for living. Students will be encouraged to investigate, analyze and use these tools to cultivate dominion over the ego/personality and to express more of their innate Divine Potential.

Topics explored in this course are:

The four functions of consciousness; thoughts/feelings; the Word; denials and affirmations; creation; the Twelve Powers; and developing the Twelve Powers.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Identify the four functions of consciousness and give examples from their own lives.
- Examine and interrelate the Word, thought/feeling, and denials and affirmations.
- Identify and discuss each of the Twelve Powers and give examples.

#### **Course Materials:**

*Heart-centered Metaphysics* by Paul Hasselbeck  
<http://shop.unityonline.org/products/B2132>

*Applying Heart-Centered Metaphysics Workbook* by Cher Holton and Paul Hasselbeck  
<https://shop.unityonline.org/products/B0132>

Syllabus—**Appendix Two-T**

## Spiritual Development—Unity Path

### *Bible Interpretation—Hebrew Scriptures*

**Purpose:**

In this course students will experience the rewarding process of Bible interpretation. Students will learn, step by step, how to metaphysically interpret a Bible story and apply the meaning to their lives. Selected stories from the Hebrew Scriptures will be maieutically and metaphysically interpreted.

**Length:** Five two-hour sessions.

**Objectives:**

Students will be able to:

- Demonstrate the ability to use the *Metaphysical Bible Dictionary* and *The Revealing Word*.
- Define maieutic Bible interpretation and metaphysical Bible interpretation.
- Examine and apply the seven-step process of metaphysical Bible interpretation.
- Interpret a Bible story selected from the Hebrew Scriptures using the maieutic technique.
- Interpret the same story selected from the Hebrew Scriptures using the seven-step metaphysical Bible interpretation process. Relate their interpretations to their own lives.

**Course Materials:**

*The Bible* (NRSV) or any other version of the Bible

*Metaphysical Bible Dictionary* by Charles Fillmore

<https://shop.unityonline.org/products/B0078>

*The Revealing Word* by Charles Fillmore

<https://shop.unityonline.org/products/B0033>

Syllabus—**Appendix Two-U**

## **Spiritual Development—Prosperity Path**

### *Living an Abundant Life*

**Purpose:**

God is good and God is unlimited. So how does God show up as unlimited Good in our lives? This small group exploration focuses on the many ways that abundance manifests in our world. It explores Unity principles of prosperity as well as techniques for becoming more aware of God's abundance in all areas of our lives.

**Length:** Seven two-hour sessions.

**Objectives:**

Students will be able to:

- Examine their current attitudes and beliefs about prosperity.
- Recognize how the power of attraction, through the Law of Mind Action, affects their prosperity.
- Explain the importance of gratitude in giving and receiving.
- Use visualization and treasure mapping to bring desires into reality.
- Demonstrate understanding of the power of the spoken and written word through using denials and affirmations.
- Examine how tithing can be a learning technique for getting into divine flow.

**Course Materials:**

*Living an Abundant Life*

(Unity Worldwide Ministries Small Group Guide)

<http://www.unityworldwideministries.org/living-abundant-life>

## Spiritual Development—Prosperity Path

### *Four Spiritual Laws of Prosperity*

**Purpose:**

This course is based on the book by master prosperity teacher Edwene Gaines. It aims to support students to open fully to divine abundance by recognizing prosperity as a divine inheritance that incorporates not just material abundance but also a comprehensive knowledge of the consciousness of God.

**Length:** Four or five two-hour sessions

**Objectives:**

Students will be able to:

- Describe the benefits of forgiveness and use forgiveness techniques.
- Identify their divine purpose.
- Set prosperity goals.
- Examine how tithing can be a learning technique for getting into divine flow.

**Course Materials:**

*The Four Spiritual Laws of Prosperity* by Edwene Gaines

[http://www.amazon.com/FourSpiritualLawsProsperityUnlimited/dp/1594861951/ref=sr\\_1\\_1?s=books&ie=UTF8&qid=1428611849&sr=11&keywords=edwene+gaines+the+four+spiritual+laws+of+prosperity](http://www.amazon.com/FourSpiritualLawsProsperityUnlimited/dp/1594861951/ref=sr_1_1?s=books&ie=UTF8&qid=1428611849&sr=11&keywords=edwene+gaines+the+four+spiritual+laws+of+prosperity)

*Practice of Thriving (Thriving in Unity 1.0)* Facilitator Guide

<https://www.unityworldwideministries.org/sites/unityministries.oneeach.org/files/ClassWorkbookPOT.pdf>

## Spiritual Development—Prosperity Path

### *Spiritual Economics*

**Purpose:**

This course aims to support participants in opening fully to divine abundance.

**Length:** Six or seven two-hour sessions.

**Objectives:**

Students will be able to:

- Recognize God as Substance.
- Explore beliefs and thoughts that may hold them back from abundance.
- Use visualization to create a positive future and clarity on personal values and goals.
- Explain what it means to have a grateful heart.
- Recognize how a joyful giving approach to work brings greater success and fulfillment.
- Describe how our attitude toward money shapes our prosperity.
- Examine the mechanics of giving as spiritual law and the ways they give.
- Explain the purpose of tithing and the difference between tithing and charitable giving.

**Course Materials:**

*Spiritual Economics* by Eric Butterworth      <http://shop.unityonline.org/products/B0186>

*Practice of Thriving (Thriving in Unity 2.0)—Spiritual Economics*  
[www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTBook2.pdf](http://www.UnityWorldwideMinistries.org/sites/unityministries.oneeach.org/files/PofTBook2.pdf)

## Spiritual Development—Prosperity Path

### *Prosperity* (SEE)

#### **Purpose:**

This advanced course examines the prosperity teachings of Charles Fillmore and Eric Butterworth, as well as contemporary teachings. Students will explore the broader meaning of prosperity beyond “material things” to discover their own beliefs about money, abundance and lack. Students will create practices for healing limitations they hold about prosperity, and discover ways to address their own unexamined, unconscious assumptions about abundance, giving and generosity.

**Length:** Five two-hour sessions.

#### **Objectives:**

Students will be able to:

- Explain the central concepts of Unity prosperity teachings in their own words.
- Define prosperity, abundance, generosity, giving and receiving.
- Identify elements in their own consciousness where healing is needed.
- Demonstrate the use of the central teachings of prosperity.

#### **Course Materials:**

*The Soul of Money* by Lynne Twist

[http://www.amazon.com/SoulMoneyReclaimingWealthResources/dp/039332950X/ref=sr\\_1\\_1?s=books&ie=UTF8&qid=1428541151&sr=11&keywords=the+soul+of+money+by+lynne+twist](http://www.amazon.com/SoulMoneyReclaimingWealthResources/dp/039332950X/ref=sr_1_1?s=books&ie=UTF8&qid=1428541151&sr=11&keywords=the+soul+of+money+by+lynne+twist)

*Spiritual Economics* by Eric Butterworth

<http://shop.unityonline.org/products/B0186>

*Prosperity* by Charles Fillmore

<http://shop.unityonline.org/products/B0027>

Syllabus—**Appendix Two-V**

## Spiritual Development—Wholeness Path

### *Knowing the Truth about Healing*

**Purpose:**

As we grow in understanding Jesus Christ’s healing ministry, we learn the power of prayer, love, faith, forgiveness and joy in our experience of wholeness. This small group exploration focuses on helping participants deepen their understanding of the process of spiritual, emotional, and physical healing.

**Length:** Seven two-hour sessions.

**Objectives:**

Students will be able to:

- Identify the biblical and spiritual basis of healing.
- Recognize that their body is more than what their five senses reveal to them and begin to communicate with their body in ways that promote wholeness.
- Investigate and experience healing prayer.
- Explore and apply the healing power of forgiveness.
- Describe the importance of love in the healing process.
- Explain the power of faith and how it relates to the healing process.
- Examine and share the part that joy plays in bringing our lives into a state of balance and wholeness.

**Course Materials:**

*Knowing the Truth about Healing*

(Unity Worldwide Ministries Small Group Guide)

<http://www.unityworldwideministries.org/knowning-truth-about-healing>



# Appendix One

## Role Description Examples in the Emotional and Spiritual Development Process

### Minister

When establishing an Emotional and Spiritual Development Process, the minister needs to be greatly involved in its development and initiation. The minister plays a vital role in helping spiritual community leaders and members understand the process and its value to them as individuals and for the spiritual community as a whole. The minister needs to remain a strong voice for the benefits of the ESD Process and stay knowledgeable in the plans for the process. In a smaller ministry, the minister may take on many of the roles and accountabilities listed below for Coordinators and other roles. In a larger ministry, the minister may delegate these roles and some of his/her roles (as indicated by asterisks below) to a coordinator and others.

#### Accountabilities:

We count on our minister to:

- Make implementation decisions and plans\*
- Champion and support the process, coordinator\* and those in other\* ESD roles
- Recruit the coordinator and others to serve ESD roles\*
- Review and approve course implementation plans and schedule
- Speak to the value and impact of emotional and spiritual maturity and continuing spiritual development and integrating this into Sunday services
- Promote and encourage spiritual community member participation in the process\*
- Integrate concepts of currently offered courses into Sunday services
- Minister to coordinator and course teachers and facilitators
- Recognize and honor the contribution of staff and volunteers\*
- Celebrate the success and achievements of the program and participants\*

\* indicates areas to consider for delegation

## Coordinator

### **Purpose:**

The Coordinator will serve the spiritual community by coordinating an intentional process that facilitates the growth and maturing of people who choose to be part of this spiritual community.

**Reports to:** Minister and/or Executive Director as assigned (to be determined by your spiritual community)

### **Description:**

The Coordinator is primarily responsible for the overall effectiveness and coordination of the Emotional and Spiritual Development Process and system. In addition, the Coordinator guides, inspires, trains and equips facilitators in their respective roles. The Coordinator is also charged with maintaining program excellence and coordinating all aspects of the ESD Process, including scheduling of courses.

### **Skills and Gifts:**

- Knowledge and demonstrated application of Unity principles
- Leadership and organizational skills and experience
- Highly developed interpersonal skills and outstanding communication skills
- Facilitation and teaching experience
- Mentoring and/or coaching experience
- Dedication to emotional and spiritual development for self and others and to success of the ESD process
- Is organized and plans well
- Has a positive outlook on life and regarding people
- Empowers and trust others
- Holds others accountable in a compassionate way
- Functions as team player
- Functions with flexibility

**Qualifications:**

- Is a governing (voting) member of the spiritual community with at least one year of regular attendance
- Has a good understanding of and appreciation for Emotional and Spiritual Development and its value for individuals and the spiritual community
- Has completed the Art and Practice of Living with Nothing and No One Against You and the Q Process (if this has been implemented in your spiritual community)
- Has previous Sacred Service experience

**Accountabilities:**

We count on our Coordinator to:

- Oversee the Emotional and Spiritual Development Process
- Work with the minister, LUTs and others to create a workable schedule of courses
- Recruit and train ESD course and small group facilitators
- Schedule LUTs and facilitators in service
- Champion and support the process, teacher/facilitators and others in ESD roles
- Pray with and support the success of LUTs and facilitators
- Coordinate process and components with staff and volunteers
- Communicate with spiritual community members about the ESD process and available courses
- Promote and encourage participation in courses and process
- Identify administrative support needed for a successful ESD process
- Evaluate the effectiveness of the ESD process overall and the success of individual courses
- Attend any leadership team meetings or meeting with staff, as necessary
- Report to minister/leadership
- Assist the minister as requested
- Train and oversee trainers/coaches and assist as needed in training course teachers and facilitators
- Recognize and honor the contribution of staff and volunteers
- Celebrate the success and achievements of the program and participants

## Trainer/Coach

In family or pastoral-sized ministries, the minister or coordinator may be the trainer/coach. In some situations, a spiritual community member may be a professional trainer who can present the training or assist the minister or coordinator in developing the training. An experienced teacher and facilitator may be a valuable consideration for training other teachers / facilitators.

**Purpose:** The Trainer/Coach will support the effective teaching and facilitation of ESD process courses by training and supporting new teachers and facilitators, including small group ministry facilitators.

**Reports to:** Coordinator

### **Description:**

The Trainer/ Coach is primarily responsible for training, supporting and coaching the teachers and facilitators for successful courses and small groups.

### **Skills and Gifts:**

- Knowledge and demonstrated application of Unity principles
- Highly developed interpersonal skills and outstanding communication skills
- Facilitation and teaching experience
- Experience in small group process or transferable skills
- Mentoring and/or coaching experience or transferable skills
- Dedication to emotional and spiritual development for self and others and to success of the ESD process
- Has a positive outlook on life and regarding people
- Empowers and trust others
- Holds others accountable in a compassionate way
- Functions as team player
- Functions with flexibility

**Qualifications:**

- Is a governing (voting) member of the spiritual community with at least one year of regular attendance
- Has a good understanding of and appreciation for Emotional and Spiritual Development and its value for individuals and the spiritual community
- Has completed Art and Practice of Living with Nothing and No One Against You and the Q Process (if this has been implemented in your spiritual community)
- Has previous Sacred Service experience
- Has teaching and facilitation experience

**Accountabilities:**

We count on our Trainer/Coach to:

- Train others as ESD course teachers and small group facilitators
- Champion and support the process, teacher / facilitators and others in ESD roles
- Coach and provide feedback to ESD course teachers and facilitators by observing one session of each course and / or small group
- Support teachers and facilitators by providing encouragement and prayer in person and through emails and phone calls
- Assist in recognizing and honoring the contribution of teachers and facilitators
- Celebrate the success and achievement of teachers, facilitators and the process as a whole
- Substitute for a teacher or facilitator when needed

## Teacher/Facilitator

In family or pastoral-sized ministries or those of any size **without** licensed Unity teachers (LUTs), the minister may teach or facilitate courses, particularly SEE courses. Where one or more LUTs are present, they may take on the role of SEE course teacher. The LUT may also teach other courses and facilitate small groups. If your ministry does not currently have any LUTs, you may wish to encourage those with this gift to become one. In some ministries, spiritual community members may be professional teachers, trainers or facilitators who can be trained to teach **non-SEE** courses and facilitate small groups.

**Reports to:** Coordinator

### **Description:**

The teacher/facilitator is primarily responsible for teaching successful courses and effectively facilitating small groups. They empower participants in reaching the intended outcomes and objectives of each course or group.

**Purpose:** The teacher/facilitator will serve the spiritual community by teaching the ESD process courses and/or facilitating small groups in ways that supports spiritual community members in their path of emotional and spiritual development and maturing.

### **Skills and Gifts:**

- Knowledge and demonstrated application of Unity principles
- Facilitation and teaching experience
- Experience in small group process or transferable skills
- Highly developed interpersonal skills and outstanding communication skills
- Dedication to emotional and spiritual development for self and others and to success of the ESD process
- Have a positive outlook on life and regarding people
- Function as team player
- Function with flexibility
- Planning and organizational skills

**Qualifications:**

- Is a governing (voting) member of the spiritual community with at least one year of regular attendance
- Has a good understanding of and appreciation for Emotional and Spiritual Development and its value for individuals and the spiritual community
- Has completed Art and Practice of Living with Nothing and No One Against You and the Q Process (if this has been implemented in your spiritual community)
- Has previous Sacred Service experience
- Credentialed LUT or minister for SEE courses

**Accountabilities:**

We count on our Teacher(s) / Facilitator(s) to:

- Understand the purpose and intended outcomes of the overall ESD process and for each course they teach or small group they facilitate
- Prepare to teach and facilitate each session of a course or small group
- Gather and prepare materials for each session as needed
- Open and close sessions on time
- Guide groups in creating group agreements
- Hold groups accountable for using group agreements
- Create a safe environment to allow people to learn and to express thoughts and feelings
- Maintain an atmosphere of love and acceptance
- Maintain group consciousness in prayer between sessions
- Create an environment for emotional and spiritual growth
- Teach in a way that uses techniques and modalities that are brain-friendly and facilitates learning for all multiples intelligences and learning styles
- Encourage participation of everyone in the group and assuring that no one individual dominates the discussion
- Utilize good communication skills such as listening, acknowledging and inquiring
- Facilitate community building
- Encourage each person in developing greater awareness, understanding and skill
- Encourage each person to apply what they learn in their lives and in their engagement in the spiritual community
- Attend training meetings and sharing expertise
- Substitute for another teacher or facilitator when needed

## Promotion

In family or pastoral-sized ministries, the minister or coordinator may be the promotion person. In some situations, a spiritual community member may be a professional promoter or marketer who can create and implement the promotion of the ESD processes and courses or assist the minister or coordinator in doing so.

**Purpose:** This promotion person markets and assists with advocating the vision and importance of the ESD process to the spiritual community members and the church leadership.

**Reports to:** Coordinator

### **Description:**

The Promoter is primarily responsible for creating and implementing promotional materials, media and events that help spiritual community members know about and understand the value of the ESD process as well as informing members of available courses and small groups and encouraging participation.

### **Skills and Gifts:**

- Knowledge and demonstrated application of Unity principles
- Highly developed interpersonal skills and outstanding communication skills
- Function as team player
- Function with flexibility

### **Qualifications:**

- Is a governing (voting) member of the spiritual community
- Has a good understanding of and appreciation for Emotional and Spiritual Development and its value for individuals and the spiritual community

### **Accountabilities:**

We count on our Promotion Person to:

- Write articles and create promotional materials for church newsletter about the overall process and individual courses and groups
- Prepare flyers for bulletin insert, posters and other promotional materials and media
- Plan website information and work with webmaster to add to web
- Arrange for announcements during the service and other times
- Create other publicity and events to promote the overall ESD process and individual courses and small groups



#### Appendix One—ESD Role Descriptions—Promotion

- Assist with sign-up table appearance and staffing if used
- Handle other promotional detail regarding this process
- Arrange to have course participants share stories and testimonies relating to the value / impact of courses they have taken, small groups they have participated in and this process overall

## Clerical Assistant

This role may be served by a staff person or a volunteer. The responsibilities may combine well with those needed to support the ESD process.

**Purpose:** This individual clerically supports the successful implementation of the ESD process.

**Reports to:** Minister (if primary staff clerical assistant) or Coordinator

### **Description:**

The Clerical Assistant is primarily responsible for record-keeping, materials and logistical support for the coordination, training, promotion and teaching/facilitation of the overall ESD process and the courses and small groups that are part of it.

### **Skills and Gifts:**

- Clerical skills, including records maintenance
- Good computer skills
- Familiar with ministry data tracking program
- Good verbal and written communication skills
- Organizational skills
- Good interpersonal skills and ability to work on team
- Has knowledge of the ministry and its logistics

### **Accountabilities:**

We count on our Clerical Assistant to:

- Assist with promotional materials inserted into church bulletin, newsletter etc.
- Support the creation and maintenance of a yearly course schedule
- Prepare and distribute necessary sign-up sheets and attendance forms
- Assemble materials for courses and small groups, if needed, and arrange for them to be available for the teachers and facilitators
- Maintain mailing and email lists
- Coordinate needed communication in various forms
- Make arrangements for room usage
- Receive evaluations, tallying and distributing results
- Handle questions relating the logistics of this spiritual community
- Input course participation information into data tracking program

## Appendix Two

### Course Facilitator's Guide and/or Course Syllabi