

## **Conflict Resolution**

1. Pray for biblical wisdom
2. Active listening
3. Listen and communicate
4. Understand the values behind the conflict
5. Speak the truth in love and invite co operation
6. Eye contact
7. Assess the situation and identify the problem underneath the problem
8. Clarify the core issue
9. Focus on big picture
10. Develop a culture of grace and peace
11. Approach the situation with openness and grace
12. Choose words wisely
13. Listen; acknowledge emotion and respond with thoughtful, gentle, and firm answers
14. Agree a resolution is on its way
15. Address issues in timely manner with humility and transparency
16. Maintain a healthy control of your emotions
17. Develop common grounds and common goals
18. Attack the problem not person
19. Don't avoid the conflict
20. Validate the feelings behind the issue
21. Be non-combative
22. James 1:19
23. Void triangulation
24. Postpone and prepare so emotions can calm down
25. Do right and risk consequences
26. Listen twice as much as you speak
27. Prefer one another
28. Find the hidden agenda

## **Priority Management- Time management, family time, balance, boundaries**

1. Know the difference between free time and personal time
2. Be able to say "no" without feeling guilty
3. Be flexible and willing to change
4. Know your assignment and don't let others dictate your priorities
5. Connect with family
6. Delegate and give authority to carry out the task
7. Know your limits
8. Prioritize your life
9. Know your core convictions
10. Learn to subtract more than we add to your schedule
11. Know that not everything needs to be done today; some can wait till tomorrow
12. Identify the important versus the urgent
13. Your lack of planning is not my emergency
14. Set a Sabbath for yourself and family
15. Home is your refuge
16. Will this really matter 5 years from now?
17. Be intentional with your personal calendar
18. Priorities can be adjusted
19. Find a mentor or coach
20. Don't be afraid to let some balls drop; you cant juggle everything

21. God first, family second, church third
22. Honor you days off
23. Use time blocking
24. Quit doing what others can do better
25. Prioritize your relationships first then attack your tasks with those priorities in mind

### **Dealing with Stress and Avoid Burn-Out**

1. Attempt to live up to God's expectations not mans
2. Go to a place of solitude and pray
3. Sabbatical - Going away for a week or month and be alone with no distractions (solitude) and be silent
4. Sabbath weekly
5. Laugh
6. Physical health-exercise and sleep and a daily diversion
7. Don't take yourself too seriously
8. Remember your calling
9. Find an appropriate outlet to deal with your stress
10. Don't be afraid to seek counsel
11. Let Scripture refresh you
12. Work hard but let God retain ownership
13. Avoid procrastination
14. Develop teams; don't shoulder the burden alone
15. Find a hobby with tangible results outside of the ministry
16. Enjoy your spouse
17. Work with flowers not with weeds
18. Be still and know that I am God
19. Keep eye on your 5 tanks/gauges: physical, emotional, spiritual, intellectual, and relational
20. Wait upon the Lord
21. Critique your thoughts
22. Avoid negative news in the media
23. Don't get so busy doing the work of the Lord that we neglect the Lord of the Work
24. Identify where the stress is coming from
25. Deal with physical issues; don't put them off

### **How to best deal with forgiveness and Reconciliation**

If you are going to pastor churches you have work with teams if you are going to pastor clans you don't need teams.

1. Forgiveness is commanded, trust is earned
2. Choose not to remember
3. Forgiveness frees you
4. Don't punish yourself with un-forgiveness
5. Forgiveness is a choice
6. Get rid of the offense quickly before it gets in your spirit
7. Don't hold on to your rights if you're the one who has been hurt
8. Un-forgiveness is letting someone live rent free in your head
9. Let the circle of forgiveness only be as large or small as the circle of offense
10. Forgiveness isn't excusing the wrong done, but loving anyways
11. Forgiveness is turning it over to Jesus