

Quieting a Noisy Soul Leader's Guide

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Section One: *Quieting a Noisy Soul* Materials

Many users of *Quieting a Noisy Soul* will be familiar with Jim Berg's previous books and video series, *Changed into His Image* and *Created for His Glory*, and will assume that *Quieting a Noisy Soul* (QANS) follows the same format and is intended to be used in the same way. It is, however, an entirely different kind of tool. It is not a book with a video supplement; it is a 24-week individualized, intensive discipleship/counseling program.

Whether you are leading a small discussion and accountability group of Christians using the entire QANS program or are merely showing the DVD seminar sessions to a large group, the most important thing for you to understand initially is the unique nature of this program and to be familiar with the program's website, www.QuietingANoisySoul.com.

To understand the scope and purpose of the program, do the following:

1. Familiarize yourself with the program components listed on p. vi of the interactive study guide *Taking Time to Quiet Your Soul*.
2. Watch all three video clips under the Overview tab at www.QuietingANoisySoul.com. They include
 - An Introduction to *Quieting a Noisy Soul*
 - A Walk-Through of a *Quieting a Noisy Soul* Study Session
 - Using the Relaxation/Meditation CD
3. Read pages vii-x of the interactive study guide *Taking Time to Quiet Your Soul*, which describe in considerable detail how the program is designed to be used.

The Key to Understanding How to Use *Quieting a Noisy Soul*

Quieting a Noisy Soul is a counseling program designed primarily to be used by an individual.

This does not mean that a pastor cannot show the DVD sessions to his congregation on a weekly basis and expect no benefit, but at the same time there are some risks he must be aware of and some particular emphases he must make to his people should he choose to use it this way.

QANS is designed to address life-dominating issues in the lives of believers—entrenched guilt and bitterness, and the mental habits that underlie worry and anxiety, depression, and anger. It also targets behavioral habits of addictions and lusts.

These life-dominating issues must be addressed daily with structure and with saturation of the Scriptures before there will be any lasting change. The full QANS program is designed to do exactly that. It will take the individual through a 24-week look at his heart, his habits, and his lifestyle. It will make him weekly face the Scriptures and the noise in his soul.

People with these problems who are merely watching the video sessions at church once a week may anticipate that their struggles will be addressed in the sessions and that after going through the material they will have a good handle on how to deal with them and will be well on their way out of the bondage they have been in. They will be convicted about their problem and will be shown that there is hope, but *the DVD sessions are only the roadmap to the way out.*

Convicted believers who want to change will agree with what they see but must be warned that reading a roadmap and agreeing on the route is not the same as traveling it. They must go through the 24-week intensive study, using all of its components, to see significant change and growth in areas of entrenched struggle and defeat.

Viewers who are not struggling seriously with these issues will profit the most from merely viewing the seminar because they will learn how to avoid the deadly downward spiral of habitual sin in the first place. Even they, however, will profit much from the 24-week intensive study. It will make each person face things about himself he would have never considered otherwise and will direct him in a serious pursuit of God.

For its full impact each user must have his own interactive study guide and *daily access* to the DVD and CD media since the program requires him to review each seminar session five times during the week. *It is for this reason that BJU Press does not make available multiple copies of the interactive study guide.* The audio and video media contained in the program are an essential part of the individualized program.

Husband and Wife Option

There is one exception to the policy mentioned above. QANS is a wonderful resource for couples who wish to grow personally and want to hone their parenting and counseling skills. In order for them to be able to study the program together, BJU Press will sell *one* additional interactive study guide *Taking Time to Quiet Your Soul* to a couple who already owns the entire program. Since they already own the DVD and CD media and can have daily access to them in the same home, the integrity of the program is maintained. The benefits of studying the program as a couple are enormous!

The additional interactive guide can be purchased only by calling a customer services representative at 1-800-845-5731. This option is not available on the web or in stores.

Copyright Matters

Copyright laws forbid the duplication of the CD or DVDs. Furthermore, they may not be published on a website.

Copyright laws also forbid the duplication of materials in the interactive study guide *Taking Time to Quiet Your Soul* without permission from the copyright holder, BJU Press.

Section Two: Information for Small-Group Leaders

Quieting a Noisy Soul can be used effectively in small groups who wish to be accountable to each other for their progress in the program. *Each member must have the entire program* since to participate he will need his own media disks and his own interactive study guide.

It is important to stress with the group that biblical change *takes time*. Although it is not essential that you do so, if you have gone through the entire program yourself before you begin this responsibility as a group leader, you will be able to speak to them with great conviction about the necessity of taking time. You will then have an overview of how the group should progress and why *taking time* is such an important matter in Christian growth. Of course, if you cannot work through the entire program before beginning, do not despair; work on one session a week with the group.

The First Week

The first week's lesson will be an introductory session for Session One, which your small-group members will be studying throughout the following week. They will not have completed a study unit this first week, so there will be no discussion time during this first session. You can use this first week's discussion time to pass out and explain the program components and to have each member of the group introduce himself.

If you have access to the internet during this first session, you can walk them through the introductory steps outlined in Section One of this Leader's Guide, allowing the group to view each of the video clips on the Overview tab. You can also play the video clips for the first three topics on the QuickStart tab. You would merely show them the page on "Anorexia and Bulimia." You would not play the two-hour-long audio clips on eating disorders for them.

You would then review for them what they should do throughout the week—studying through the study guide, listening to the seminar session for the week several times, and using the relaxation/meditation CD.

If you have video capabilities available in your first meeting, you should show them the first 35-minute session, "Noticing the Noise in Your Soul."

Subsequent Weeks

Of course after your first week together, you will not be spending time passing out materials and introducing the participants to the components of the program. Instead, once you have opened in prayer, you will begin a group discussion time. *Be sure to leave 35 minutes at the end of each session to watch the video session for the next week.* If you know your time will be limited each week, showing the video session is optional.

Small-Group Discussion

Small-group discussion is one of the most effective means to helping your group members think through the personal implications of a lesson. Remember the following guidelines as you facilitate group discussion.

1. Small-group discussion is most productive when there are ten or fewer participants and when the participants are arranged in a circle rather than in rows. Each participant can then make eye contact with everyone else in the group.
2. Begin discussion by asking group members to relate to the group one of the most significant truths they learned in the previous week's seminar and study. Then ask them to explain briefly why it was important to them. Going around the group one person at a time, in the order in which they are seated, helps the participants to feel more at ease in giving public feedback. This is where some of the greatest benefits of the class time will come—as believers share with each other what God is doing in their lives (I John 1:3). A participant hearing someone share the same thing that God has taught him can greatly encourage him that God is working in his life and that he is on the right track. You may even spend your entire discussion time covering these truths.

3. If you have time left, you can then move on to the questions in the interactive guide, asking the participants whether there were any questions that were unclear or for which they couldn't think of an answer. If someone points out a certain question with which he had trouble, ask other group members what they put down for an answer and why.
4. Carefully guide the flow of the discussion. You should not dominate the conversation, but you must motivate group members by restating contributions made, expressing appreciation for all input, and asking follow-up questions. If the discussion gets sidetracked, you will need to refocus it tactfully. You may also need to keep dominant group members from monopolizing the discussion or may need to privately encourage quiet participants to become involved. Going around the group asking each one to state what God has spoken to him about, as mentioned above, is often enough to get some measure of response from everyone—including those who are naturally withdrawn.
5. Draw the discussion to a close by asking the group to summarize the conclusion(s) they have reached together. You can write the conclusion(s) on a chalkboard or overhead transparency. Participants should feel that the discussion time was productive.
6. If your group exhibits a high level of involvement and interest, you will find that the Sunday school hour is not enough time to cover the material to everyone's satisfaction. Offer an extended time of discussion at another time during the week at your home some evening or at the home of one of the group members. This will allow for a greater measure of discipleship of your group members.

Additional Ideas

Atmosphere

Try to cultivate a warm, informal atmosphere throughout each group session. This will motivate participants to be responsive when the time comes for them to participate or for you to challenge them. Unless it is desirable to have a clearly defined teacher/student relationship (as it might be in a formal Bible institute or college setting), do not view yourself as the authority in the group but as a co-learner and facilitator of your group's learning. Take time in private conversation to ask about what is happening in the lives of the participants and to develop a genuine concern for them.

Your small groups will be much more open if you have men meet with men and women meet with women. Your applications can be much more pointed and the interchange freer if group members feel they are interacting with people who face similar challenges.

Section Three: Seminar Note Outlines for Group Use

Seminar Outline Bulletin Inserts

Leaders who wish to use the seminar in a large-group setting can profit from abbreviated outlines. They are truncated versions of the seminar outlines in the interactive study guide *Taking Time to Quiet Your Soul*. The outlines are prepared in bulletin insert size (half a sheet of regular copy paper).

- They may be duplicated without charge as long as they are not changed in any way.
- If they are published as a booklet, the booklet must include the prepared front and back covers included in the outline PDF file.

The above stipulations guarantee that every time a user holds an outline in his hand he also has the reminder of the message on the back cover that viewing the seminar sessions merely shows him the map; it is not the journey.

The PDF file of abbreviated seminar outlines may be found at www.QuietingANoisySoul.com.