

DO MORE BETTER

A Christian's Guide to Productivity

<u>Class Description</u>: Life can feel overwhelming when we're balancing the many roles and responsibilities God has entrusted to us. How do we faithfully navigate personal, family, church, and work life? How do we steward our time so we can serve others well and honor God? In this course, we'll explore biblical principles and practical tools to help you get focused, get organized, and do more good—more effectively.

Class Teacher: T.J. Petito

<u>Class Resources</u>: All the resources needed for this class will be provided on the first night.

<u>Class Outline</u>: Here is an overview of the topics we will cover through the class.

Week 1 - Sunday, January 4 Title: Let's Get Purposeful!

<u>Description:</u> This week we will define productivity and form a foundation of how it helps us achieve our true purpose. We will also take time to talk about our identity and worth only being in Jesus and not in how productive we are. Finally, we will identify some "productivity thieves" that steal our time and energy.Hand out books. Assigned reading for the following week will be to read the Introduction and Chapters 1-4.

Week 2 - Sunday, January 11

Title: Let's Get Personal!

<u>Description</u>: This week we will define the responsibilities that God has specifically given to each one of us to steward. We will also talk about our mission statements and list out roles for each responsibility. Finally, we will discuss the importance of staying within these boundaries as we take on certain tasks.

Week 3 - Sunday, January 18

Title: Let's Get Practical!

<u>Description:</u> This week we will talk about various tools and resources that can help us steward our time and energy. We will talk about task management, scheduling, and information retention resources and how to practically use them as we live out a system.

Week 4 - Sunday, January 25

<u>Title:</u> Let's Get Perspective!

<u>Description:</u> This week we will have a panel discussion with men and women from different walks of life who have experienced success with managing their time well amongst their various responsibilities. They will give us different perspectives on what has worked for them, what to avoid, and the "productivity thieves" that have trapped them. They will also answer questions from the group.