

MIND YOUR ATTITUDE

Here are some tips related to your attitude—a key element that flavors everything you do in ministry.

1. Your attitude at the beginning of a task determines the outcome more than any other single factor.
2. Your attitude toward life determines life's attitude toward you.
3. Everyone must depend on others in order to succeed. Your attitude toward others determines the attitude of others toward you.
4. In all your affairs, you must talk, act, and think as the person you wish to become.
5. The higher you go in any organization of values, the better the attitudes you will find.
6. The mind can hold only one thought at a time. It is therefore important to always make that thought positive, never negative.
7. The deepest craving of human beings is to be needed—to feel important and appreciated. Give this satisfaction to others and they will return it to you.
8. Part of a good attitude is to look for the best in new ideas. Everywhere you go you should be looking constantly for new ideas.
9. Don't waste time broadcasting personal problems. It won't help you and it can't help others!
10. Don't talk about your health unless it's good. Otherwise, tell it only to your doctor.
11. Radiate the attitude of well-being, of confidence, of a person who knows where you are going. Then good things will begin to happen to you!
12. Treat everyone with whom you come in contact as the most important person on earth. —Earl Nightingale

SUCCESSFUL MEETINGS

- » Know the purpose of the meeting.
- » If you are chairing the meeting, send out an invitation and a written agenda in advance.
- » Before each meeting, make sure you have the equipment and supplies you may need.
- » Start on time; end on time. Let the agenda guide you without being a slave to it.
- » Know the material you are presenting. Be confident with your words and actions. Keep to the point; no long stories. (Remember, God speaks through you!)
- » Include opportunity for input from others, including a group-building activity and sharing time.
- » Dress appropriately.
- » If someone disagrees with you, listen well. Instead of treating it as a personal attack, think of it as improving what you're already doing. Evaluate, get input from others, either act on it immediately or explain that you'll want to think about it some more. Thank the person for the input. You don't really want only "Yes people" on your team.
- » Let your passion show, but keep cool. Take the high road—no whining, complaining, or negative words.

Remember, prayer is powerful. Always invite God to attend the meeting with you and be your guide.