

IA Training Work Handbook



International Assembly of the True Jesus Church

(Updated in September, 2021)

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Preface

Church growth requires the collaboration between manpower and materials, along with the abidance of God's power. Through the Holy Spirit, the True Jesus Church was established to revive the apostolic faith in the end times. By the great power of the Holy Spirit, through many signs and miracles, the gospel has been spread to over 60 countries in 5 continents. Along with the contributions from members, the Lord has provided financial and material resources to support the holy work.

As the Lord said "The harvest is plentiful but the workers are few." The training and development of new workers does not seem to meet the demand of the holy work. To address this issue, the IA held the Training Work Symposium in January 2009 at Taiwan GA. The directors of each Coordination Board ("CB") and General Assembly's ("GA") training department, met with the IA Standing Committee ("SCO") ministers to discuss the training conducted in each country. Through the 3-day meeting, the IA Training Work Guidelines were formed, various items of training works integrated, and all the works were distributed for implementation according to the duties of each unit. May the training work continue to improve in the future, in planning, organization, and efficiency.

Thanks to God's guidance, the IA Training Department has closely collaborated with all GAs, CBs, and IA-direct churches, came to a resolution at the conclusion of the meeting. Since then, thanks be to God, we have began seeing some initial results.

For all the churches to fully understanding this work, the IA Executive Committee ("EXCO") commanded the IA Training Department to compile the Training Work Handbook for every church's guideline and reference. Due to time constraints, we have only been able to gather and organize our resources into a collection, which still needs to be revised and enriched. We hope that all GAs and CBs can continually provide feedback and information, so that the handbook can be more complete to benefit each of the churches. May we work to glorify the name of the Lord.

IA Training Department

March 15, 2011

1 True Jesus Church Training Work Guidelines

Verses: Matthew 28:19-20

I. Basis:

The amendment in IA Training Work Symposium on Jan 16th to 19th, 2009.

II. Purpose:

To establish a sound system for training members, and to ensure that all departments understand their responsibilities and have a systematic way of edifying members and improving their spirituality, as well as cultivating talented workers to promote overall growth in the holy work.

III. Rationale:

1. **Currently the faith of the members is not strong.**

The members in the early church had abundant spiritual experience and good foundation of faith. However, some members in the 2nd and 3rd generations have no steadfast conviction to the faith and are easily to be wavered. Therefore, it is necessary to strengthen cultivation.

2. **Although there are many church activities, church growth has been limited.**

Today's churches have too many activities, but they are not completely beneficial to the spiritual needs. As a result, the spirituality of our members does not show any improvement. Therefore, we shall utilize more time on spiritual cultivation.

3. **The number of churches has grown due to branching of churches. However, with the lack of workers' training and disparity of qualities, this is also a factor hindering church growth.**

From now on, the branching of churches must be considered with discretion, and the cultivation toward the core holy workers shall be emphasized. With sufficient believers and dedicated workers, a church can be set up independently.

4. **In the current training system, the division of responsibilities between IA, GA, and CB is unclear, and the classes are often overlapped. This affects the attendees' willingness of participation and the effectiveness of learning. Also, training and actual practices are not well coordinated.**

IA shall gather the resources of all the churches and build up a sound training system. This enables and strengthens common understanding, division of responsibilities and sharing of resources.

In addition, the past practice is to use the appointed workers first and then conduct training for them. As a result, not many of them are willing to attend the training. Therefore, it is better to train the members first and they will be appointed to serve according to their gifts.

IV. Method:

1. Setting up the training system

a. According to types of believers:

i. Basic doctrines class for general believers

ii. Training class for church workers

iii. Training class for ministers (holy workers)

b. According to departments:

i. The duty of the local church

ii. The duty of the GAs (including the regions), and CBs

iii. The duty of IA

2. Setting up a training website

IA collects the training materials and categorizes them according to the Training Plan. The training website is to be set up in Chinese and English. The respective GA/CB may translate the materials into other languages and store the materials in their websites. This enables a unified training system for all the churches.

3. Training for building up faith

a. Set up a sound RE system. Apart from RE for children and teenagers, we must set up an Adult RE system for working youths, middle age group, and senior members.

b. The adult truth seekers and the newly-baptized members are assigned to different classes with systematic materials to strengthen their knowledge of the basic beliefs before joining the Adult RE program. Truth-seeking and newly-baptized teenagers and children will be in-charged directly under the RE department.

c. Purpose of training

i. To establish a steadfast foundation of truth and the conviction of the TJC.

ii. To cultivate a Christian life to overcome the worldly temptation and challenge.

iii. To be filled with spiritual power and correct attitude in servitude.

d. The department in-charge

i. The GAs and CBs are responsible for planning and promoting the system. They shall provide teaching

materials and train teachers. Local churches will cooperate in executing such plans.

- ii. The pioneering areas will be taken care by either IA Department of World Mission (DWM), GA or CB.
- iii. RE teaching materials, truth seekers class, and newly-baptized believers' class will be provided by USGA (English) and Taiwan GA (Chinese). Other languages are to be provided and assisted by the respective GA, CB or IA Department of Literary Ministry (DLM).
 - e. "Member's Guide" published by Taiwan GA should be translated into every kind of languages as training materials for all the churches.

4. Training for church workers

a. Church workers training

- i. Every church should train the workers frequently, such as hymnal leading, piano playing, ushering, visiting, accompanying truth seekers, follow-up work, service leading, interpreting, bible study leading, personal evangelism and administrating to church affairs.
- ii. IA to entrust USGA collect the related training materials, DLM to assist posting those Chinese and English versions on website. The materials in other languages shall be translated by GA and CB.
- iii. The demand for teachers shall be provided and cultivated by GA or CB.

b. Holy work personnel's cultivation

- i. The holy work personnel are including sermon leaders, RE head teachers, team coordinators, fellowship coordinators, and family service leaders.
- ii. Execute theological training for youths and adults; to equip and cultivate workers with biblical truths and prepare them in serving.
- iii. Execute RE teachers' seminars, holy work personnel seminars to train and prepare workers with basic qualification in servitude as future church leaders.
- iv. To entrust USGA to plan the holy work personnel seminar.
- v. Hold advanced classes for church workers, such as the RE teachers seminar, the counselors training, and other classes for different types of church works. GA and CB to execute it as required.

c. Training for volunteering missionary workers

- i. The materials of the classes for South East Asia volunteering missionary training are to be uploaded in website by IA Taiwan office.
- ii. The materials of the classes for Africa volunteering missionary training are to be provided by UKGA.
- iii. Every GA and CB can refer to these materials for execution.
 - d. IA Department of Training (DTA) to compile the materials of spiritual cultivation and servitude, so that every unit may upload it for their training materials.

5. Training for ministers (holy workers)

a. Church Council Members Prestart Training

- i. The elders/deacons and elected department officers share the works of various departments. There shall be a training seminar for the church council members before they start serving. The contents of the seminar include holy work practices, church organization administration, spiritual cultivation, etc.
- ii. Every GA and CB needs to compile the materials according to the needs. The materials of Taiwan GA (Chinese) and USGA (English) are to be supplied as reference.

b. Elders and Deacons Pre-ordination Training

- i. GAs and CBs should be cautious about recommending candidates as holy workers. After approval, the candidates shall attend the holy work seminar and then they can be ordained.
- ii. The Pastoral Department of Taiwan GA shall use the current materials and revise them for the training. IA shall translate them into English. Every country may translate them into their respective languages.

c. Current Church Council Members Spiritual Cultivation

- i. IA DTA to draft the Current Church Council Members Spiritual Cultivation Plan (as attached) to be a long term study for elders/deacons and department officers.
- ii. IA to entrust Taiwan GA to form a team to take charge in the training, so that they may collect, amend the materials and information and draft up a practical method.

6. Training for full-time ministers

- a. The theological centers of our church in Taiwan, USA, and South East Asia (Singapore, Sabah, Indonesia) will serve as a training center of full time preachers. They shall be established gradually and promote communication.
- b. DTA will send regularly the recruitment notices to churches in the regions with no theological centers, and to entrust the theological centers in respective unit to train the students on behalf of IA.
- c. If there are regional needs for the preachers training, it can be coordinated through the corresponding GA or theological center. IA DTA can resolve them in a flexible manner.
- d. IA DTA shall hold an overseas evangelical training and recruit current preachers for foreign language training and cultivate them as workers for world evangelism.

7. Training for teachers

- a. Suggest every GA and theological center to select and train new workers using a buddy system. The new workers can be cultivated under the guidance of the experienced instructors.
- b. Taiwan Theological Research Center is to serve as the special center for training instructors for the Theological Seminary, theological research topics and other important advanced classes. Encourage USGA to be the next training center for instructors when more qualified teachers become

available.

- c. Request each theological center to hold advanced short-term (1-3 months) classes. Each department will send relevant workers to attend the training.
- d. DTA will invite specialized workers to teach specific advanced classes.

8. Ensure that the service is run smoothly

The current training and serving system is not well coordinated. It requires more research to build up a united system for training and serving.

- a. After the holy work personnel seminar is widespread, our churches may coordinate with the attendees and let them put the learning into practice. They may then become the best candidates of departmental officers. If there is a work plan for cultivating the holy workers, they shall be capable to take up responsibilities of the church.
- b. The Youth Theological Seminar shall adjust the contents. Apart from theology, there should be practical courses. Local churches shall provide the opportunities for holy work internship. The list of the graduate students shall be sent to the related churches. They can assign holy work to the students according to their gifts. Those who are outstanding can be recommended to join GA (CB/CC), regions, or IA voluntary groups.
- c. There should be practical training arranged in the classes, and they can graduate only after passing the internship. The list of graduates shall be sent to the relevant units, and they may actively invite them to participate in holy work.
- d. To enhance the communication between the ministers (holy workers) and ease issues related to servitude.

2 True Jesus Church Training Work Duties

I. Education for fundamental belief

Class	Objectives	Executive Unit	Unit in Charge
1. Every RE class	Teenagers and children	RE Dept. in local church	RE Dept. in GA
2. Every Fellowship	Social youth, adult, and elders	Pastoral Dept. in local church	Pastoral Dept. in GA
3. Truth Seeker Class	Truth Seekers	Evangelical Dept. in local church	Evangelical Dept. in GA
4. Newly Baptized Class	Newly Baptized members	Pastoral Dept. in local church	Pastoral Dept. in GA
5. Student Spiritual Convocation	E1, E2, J1, J2, College students	GA or parish area	RE Dept. in GA

6.Youth Theological Training	High School, College Youth	GA	Training Dept. in GA *Please contact IA Ministry Department if assistance is needed
7.Adult Theological Training	Working Youth, Adult, and Elderly	GA	Training Dept. in GA *Please contact IA Ministry Department if assistance is needed

II. Church Worker Training

1.Worker Training Class	Members for each team (to hold for various items)	Evangelical, Pastoral & Training Dept. in local church	Every Dept. of GA (various items)
2. RE Teacher Training	RE Teacher Seminar: Observing teachers	GA	RE Dept. in GA *Please contact IA Ministry Department if assistance is needed
	RE Teacher Workshop: The qualified teachers in-service	Parish area	RE Dept. in GA *Please contact IA Ministry Department if assistance is needed
3.Holy Work Personnel Seminar	Coordinator of each team, RE class, and Holy Work Personnel	Parish Area	Training Dept. in GA
4.Church Council Pre-post Seminar	Newly Church Council members	Parish Area	Pastoral Dept. in GA
5.Eld/Dn Pre-Ordained Seminar	Members who are ready to be ordained as Elders/Deacons		Training Dept. in GA
6.Ministers Workshop	Elder/Deacons, Officers of departments	Training Dept. in GA	IA DTA
7.Evangelical Voluntary Training Class	Evangelical Volunteers	Evangelical Dept. in GA	IA DWM/DTA
8.Elder/Deacons Voluntary Training Class	Elders/Deacons who are willing to be assigned	Training Dept. in GA	IA DTA

III. Full-time Worker & Instructor Training

1. Dept. of Theological School	TTP Students	Theological School	GA/IA
2. Theological Grad. School	Graduate School Student	Theological School	GA/IA
3. Preachers' Workshop	Preachers In-service	DTA/Theological School	IA DTA
4. Theological Instructor's Class	Candidate Instructors	Theological School	GA/IA

※ The GA in the chart shall also represent the CB.

3 Chart of Titles of Holy Workers and Organization

總會或連絡處之中文名稱 The Chinese Titles in GA/CB	The English Titles in GA/CB
總負責/主席/聯絡處負責	Chairman
總幹事/執行秘書	Executive Secretary
總會(聯絡處)負責人會	GA/CB Council
常務負責人會	Standing Committee
處負責	Department Director
地方教會之中文名稱 The Chinese Title in Local Church	The English Titles in Local Church
主席	Chairperson
職務會 (傳道者+長執+選立負責人)	Church Council includes Stationed full time minister, ordained ministers and elected department officers.
負責人會	<i>[Note: the IA Exco recommends only one church council in the local level. A separate committee for departmental coordinators, similar to GA Standing Committee, does not exist.]</i>
職務員	Church Council Member
各股負責人	Department Officer
股負責	Department Coordinator

4 Church Worker Training

I. Items of Church Worker Training Materials

1	Sermon Leading Training
2	Interpretation Training
3	Hymn Leading Training
4	Accompanying Training
5	Ushering Training
6	Visitor Accompaniment Training
7	AV & Equipment management
8	Library Management
9	Sacraments, Wedding, and Funeral
10	Evangelism
11	Visitation
12	Marriage Counseling
13	Prayer Team
14	Bible Study Leading
15	Group Discussion
16	Counseling and Care
17	Fellowship and Leadership
18	Activity Planning
19	Manpower Adaption and Cultivation

II. Church Workers' Training Record

Class 課目	Date of Attending 出席日期	Grade/Comment 成績 / 評語
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1. 講道訓練 Sermon Speaking Training		
2. 翻譯訓練 Interpretation Training		
3. 領詩訓練 Hymnal Leading Training		
4. 司琴訓練 Pianist Training		
5. 接待訓練 Usher Training		
6. 陪談訓練 Visitor Accompaniment Training		
7. 電器音響管理 AV & Equipment Management		
8. 圖書與書報管理 Library Management		
9. 聖禮與婚喪儀式 Sacraments, Wedding, and Funeral		
10. 宣道 Evangelism		
11. 訪問 Visitation		
12. 婚姻介紹 Marriage Counseling		
13. 禱告小組 Prayer Team		
14. 查經帶領 Bible Study Leading		
15. 小組討論 Group Discussion		
16. 輔導與關懷 Counseling & Care		
17. 團契與帶領 Fellowship and Leadership		
18. 活動策劃 Activity Planning		
19. 人才運用與培訓 Manpower Adaption and Cultivation		

5 Holy Work Personnel Seminars

I. Method of Holy Work Personnel Seminars

1. Purpose

- a. To systematically train officers to develop spiritual wisdom, spiritual virtues, and spiritual power, so that they may become good and faithful workers.
- b. To prosper the gospel through promoting workers to be familiar with church work and to become unified in goal, concept, method and mind.
- c. To train officers for local church work, and to obtain basic qualities needed to be a holy worker (similar to religious education teacher training system).
- d. To prepare outstanding candidates to become church council members and ministers.

2. Goals

All council members and group leaders should be trained within 5 years.

3. Participants

- a. Coordinators of various holy work teams, RE head teachers, sermon speakers, fellowship leaders and family service leaders.
- b. Department officers who have never attended this seminar before.
- c. The attendees need to be over 20 years of age, have been baptized for 2 years or more, be filled with the Holy Spirit, have a firm faith, have the zeal to serve, be of good character, and recommended by their church's council.

4. Method

- a. The training department of every General Assembly and Coordination Board/Center is to develop and execute the curriculum according to this method.
- b. International Assembly is to provide seminar materials, which the attendees are to study before attending the seminar. The duration of seminar is set for 3-5 days or over 2-3 weekends.
- c. All courses of the seminar, including intern, will be scored by exams. General Assembly, Coordination Board/Center, IA-directed church will give certificates to those who pass and inform the respective church by letter.

5. Course Content

- a. Basic beliefs: The Doctrines and Beliefs of Our Church, To Recognize the True Jesus Church

- b. Passing on the mission: Possessing the Sense of Mission, Passing on the Work, Passing on the Spiritual Strength, and Passing on the Leadership
 - c. Pastoral work: Service Worship & Fellowship, Servitude, Religion Education, Counseling, Family Group Fellowship
 - d. Evangelical and visitor attendance work: Evangelical Mobilization, Evangelical Plan, Evangelical Training, Evangelical Care, Growth After Baptized.
 - e. Church organization and administration: Organization and Administrative Operation【Include IA , every GA, and the local church】, The Guideline and Procedure of the Meeting, Interpersonal skills【Communication Skills and Conflict Management】, Church Organization and Leadership, Church and Financial Management
 - f. Spiritual cultivation and service: Spiritual Cultivation of the Holy Worker, Prayer of the Holy Worker, The Truth of Entrustment, and The Servitude of Jesus
6. Expenses
- a. The meal expenses of the seminar held by General Assembly, Coordination Board/Center, IA-directed Church will be subsidized by the respective General Assembly, Coordination Board/Center, IA-directed Church and should be applied by the hosting church. The local church will be responsible for all expenses if she requests to host a special seminar for herself.
 - b. The attendees will be responsible for their travel expenses. Local church can subsidize case by case.
7. The method is to be passed by IA Exco. All General Assemblies and Coordination Boards/Centers are to execute in accordance with the method.

II. Holy Work Personnel Seminar Training Record

Item 項目	Class / Materials 課目 / 教材	Date of Attending 出席日期	Grade/Comment 成績 / 評語
Basic Belief 基本信仰	The Basic Belief of the True Jesus Church 真耶穌教會基本信仰		
	To Recognize the True Jesus Church 認識真教會		
Sense of Mission & Passing On 使命的自覺與傳承	See the Entrustment and Serve the Lord Faithfully 明白託付忠心事主		
	Passing Down the Mission 薪火相傳		
Pastoral Work 教牧實務	Pastoral Work 教牧工作		
	The Value of Religious Education for All Ages 正視全年齡的宗教教育		
	Build Up a United Fellowship 建立和諧的團契生活		
	Basics of Counseling 輔導的基本要領		
	Types and Skills of Counseling 輔導的類型與技巧		
	Ways to Build Up Family Devotion 建立家庭崇拜的方法		
	An Active & Prosper Church 活潑精采的教會		
Evangelical Work 宣道實務	The Sense of Mission of True Jesus Church 真教會對宣道使命應有的自覺		
	Evangelism Strategies 宣道策略		
	Key Points and Practicum of Truth Discussion 談道要領與演練		
	Basics of Visitor Attendants 陪談要領		
	Discussion on Follow-Up 淺談跟進工作		
Church Organization & Administration 教會組織與行政	Increase the Edification of New Believers 強化初信者的造就		
	Methods of Church Organization 教會組織原理		
	IA Meeting Procedures 聯總議事規則		
Spiritual Cultivation & Servitude 靈修與事奉	Pastoral Information 牧會須知		
	The Prerequisites of Holy Workers 工人應具備的條件		
	The Required Virtues of Holy Workers 工人必修的品德		
	Holy Workers and Prayer 工人與祈禱		
	The Entrustment of the Truth 受託的真理		
	The Servitude of Jesus 主耶穌的服事		

6 Church Department Officer Pre-service Seminar

I. Church Department Officer Pre-service Seminar

1. All GAs, CBs, and IA-directed Churches are to conduct this seminar.
2. Seminar Materials
 - a. Chinese version: Please refer to Newly Appointed Church Department Officer Seminar Materials, published by Taiwan GA.
 - b. English version: Please refer to the Church Council Member's Guide, published by the USGA.

© The above materials can be downloaded from IA Training Website:
training.tjc.org

7 Elder/Deacon Pre-ordination Seminar

I. Elder/Deacon Pre-ordination Seminar

1. All GAs are to conduct this seminar. IA is to assist all CBs and IA-directed Churches to conduct this seminar.
2. Seminar Materials
 - a. Chinese version: Taiwan GA is to provide the Church Council Members Ordination Seminar Materials for all GAs, CBs, and IA-directed Churches' for their reference.
 - b. English version: IA office in the US is to collect and arrange for the translation of the Chinese version of the Church Council Members Ordination Seminar Materials and upload it onto the IA Training Website for all GAs, CBs, and IA-directed Churches' as a reference.

© The above materials can be downloaded from IA Training Website:

<http://training.tjc.org/zhtw/DocLib5/Forms/AllItems.aspx>

User Name: exco.member

Password: emembertjc2010

8 Current Church Council Members Spiritual Cultivation

I. Current Church Council Members Spiritual Cultivation Plan

Item	First Year (100 hr)	Second Year (96 hr)	Third Year (96 hr)
I .Scroll Study	1. Summary of OT & NT (12)	1. Truth of the Tabernacle, Offering, and Festival (12)	1. Nehemiah (8)
	2. Genesis (12)	2. Kings and Prophets of Judah (12)	2. Daniel, Haggai (10)
	3. Luke (12) (The Life and Teaching of the Lord)	3. Romans (8)	3. John (12)
	4. Acts (12)	4. Pastoral Letters (7)	4. Revelation (12)
II .Theological Study	1. The Holy Spirit (6)	1. The Holy Sabbath (4)	1. Water Baptism (5)
	2. Theology (6) (Includes Spiritual Discernment, Angel & Devil)	2. Christology (6)	2. Ecclesiology (5) (The Salvation Plan of God and the True Church)

	3. Anthropology (5) (The essence of man, the purpose of existence, spirit/soul/body, view on life and death, view on tribulation)	3. View on the Holy Communion (4)	3. Eschatology (6) (Judgment in the End Day, Heaven and Hell, The Second Coming of Christ, The Millennium)
III.Evangelical Practice	1. Evangelical Work Promotion Essentials (5) (Evangelical Strategy, Personnel Training, Personal Truth Discussion, Gospel Tea Fellowship, literary ministry, follow-up, media, internet, domestic pioneering, world evangelism)	1. Review of Denominations (7) (History of Christian Doctrines, The Holy Spirit Movement, Modern Theological Trend of Thoughts)	1. Knowing Other Religions (8) (Buddhism , Taoism, Islam, Judaism, Hinduism, New Century Movement)
	2. The Epoch Mission of the TJC (5) (the history, original thinking, the truth of the title, the promise and mission of the Bible, the future prospect)	2. Apologetics (5)	2. Voluntary Workers Training and Assignment System (4)
IV.Pastoral Practice	1. Homiletics (6)	1. Hermeneutics (8) (Includes Bible Study Leading Method)	1. Pastoral & Counseling (6)
	2. The Life of Christian (5) (Faith,Family,Campus, Society, Occupation, Leisure)	2. Religious Etiquettes and Practice (5)	2. Marriage Counseling (7) (Both Sexes Relations, and Match-Maker, Marriage, and Family)
	3. Pastoral Practice (4) (Worship, Fellowship, RE, Family Team)	3. Christian and Sacred Music (2)	
V.Servitude Leading	1. Spiritual Cultivation and Servitude (4) (The Growth of Individaul Minister and Family, The Virtue and Character of the Leaders, The Administration of the Mind, Utilization of Spiritual Authority)	1. Spiritual Leadership (6) (The Duty and Mastery of a Leader, The Essentials of Leadership, Work Distribution and Guidance)	1. Church Administration (5) (General Knowledge of Law, Crisis Handling, The Procedural Rules,The Administrative and Financial Management)

	2. Church Organization & Management (6) (Principle of Organization, Current Organization System, Rules and Regulation)	2. Planning the Church Activity (4) (Plan and Execution)	2. Interpersonal Relationship and Communication Skill (4)
		3. Church Growth (6)	3. Passing on the Faith and Youth Ministry (4) (Personnel Training)

Remark

1. The course is targeted on the ministers and elected department officers. It can be executed by different sessions according to the actual situation.
 2. Seminars and the Church Council Training prior to Elders/Deacons' ordination remains as before. The elders/deacons and elected department officers shall attend the retreat while in service.
 3. The books listed serve as the basic courses for church council members. Please continue to attend every kind of theological training, such as Minister Voluntary Class, to study other scrolls.
- ※ Pentateuch, OT History, Wisdom Books, Prophetic Books, Gospel Books, Epistles of Paul, General Letters, OT and NT Background, NT and OT Theology.

II. Current Church Council Members Training Record

A. Scroll Study

Class	Instructor	Date	Venue	Remark
1. Summary of OT & NT				
2. Genesis				
3. Luke				
4. Acts				
5. Truth of the Tabernacle, Offering, and Festival				
6. Kings and Prophets of Judah				
7. Romans				
8. Pastoral Letters				
9. Nehemiah				
10. Daniel				
11. Haggai				
12. John				
13. Revelation				
14.				
15.				

B. Theological Study

Class	Instructor	Date	Venue	Remark
1. The Holy Spirit				
2. Theology				
3. Anthropology				
4. The Holy Sabbath				
5. Christology				
6. View on the Holy Communion				
7. Water Baptism				
8. Ecclesiology				
9. Eschatology				
10.				
11.				

C. Evangelical Practice

Class	Instructor	Date	Venue	Remark
1. Evangelical Work Promotion Essentials				
2. The Epoch Mission of the TJC				
3. Review of Denominations				
4. Apologetics				
5. Knowing Other Religions				
6. Voluntary Workers Training and Assignment System				
7.				

D. Pastoral Practice

Class	Instructor	Date	Venue	Remark
1. Homiletics				
2. The Life of Christian				
3. Pastoral Practice				
4. Hermeneutics				
5. Religious Etiquettes and Practice				
6. Christian and Sacred Music				
7. Pastoral & Counseling				
8. Marriage Counseling				
9.				

E. Servitude Leading

Class	Instructor	Date	Venue	Remark
1. Spiritual Cultivation and Servitude				
2. Church Organization & Management				
3. Spiritual Leadership				
4. Planning the Church Activity				
5. Church Growth (6)				
6. Church Administration				
7. Interpersonal Relationship and Communication Skill				
8. Passing on the Faith and Youth Ministry				
9.				

III. Church Council Theological Training Plan

-----**(Explained per Coordination Board's example)**

A. PURPOSE

1. To provide an additional learning opportunity for the holy workers who have the heart to pursue spiritual knowledge.
2. Through an effective way of learning, the spiritual knowledge of the holy workers can be improved so that they can be equipped with the servitude to lead and make progress of the holy work of the church.

B. GOAL

1	For the elders, deacons and council members who are under 65 years old and currently serving the church, we expect that over 90% will attend the training.
2	Those who are over 65 years old can attend the training anytime.

C. SCOPE

1	Personnel	(1) Conductor: The director of IA DTA (2) Personnel for planning and execution: The coordinator of CB Training Dept. (3) Instructor: Assigned by IA (4) Who should attend: Elders, deacons, and council
2	Content	Class content and topic: Please refer to the draft by IA DTA.
3	Venue	Every church
4	Frequency	3 times a year
5	Budget	

D. PREPARATION:

No	Task	Person in Charge	Deadline
1	Application Procedure: The officers of Pastoral Dept. in local	(1) Officer of Pastoral Dept. (2) CB	Plan as actual situation

	Churches encourage holy workers to put in an application. After collecting and organizing the application forms, submit them to CB.		
2	Form a self-study group: The coordinator of the Pastoral Dept. forms one or several “self-study groups” from the list of participants, and then appoints a leader for each group.	Officer of Pastoral Dept. in every church	
3	Materials Purchasing: CB to purchase the materials	Director of General Affairs Dept. in CB	
4	The participants should study and review the materials first.	Officers of Pastoral Dept. in local church	

E. DURING IMPLEMENTATION

No	Task	Person in Charge	Deadlines
1	Self-study method: A. The coordinator of Pastoral Dept. forms “self-study groups”. Appoint a leader in each group to lead the members study according to the progress and materials designated by the instructor.	Officer of Pastoral Dept. in local church	Plan according to the actual situation.
2	B. Self-study group leader shall schedule time and gather all the group members to discuss the related questions in the materials. * Group discussion can be scheduled on a weeknight or on a weekend. * Pastoral Dept. of local church (or	Self-study group leader	

	Designated elders/deacons) shall care for the study groups.		
3	C. To complete the homework designated by the instructor.	Self-study group leader	
4	D. To receive the online midterm exam.	Self-study group leader	
5	(2) Face-to-face teaching time: A. Before the midterm or final exam, the Participants should take 4-8 hours face-to-face teaching. (4 hours each credit) B. The venue of the face-to-face teaching (In principle, local church or the Theological School). To be arranged by the coordinator of the Pastoral Dept. and the instructor.	Instructor	
6	Not longer than 6 months to complete each course.	Officers of Pastoral Dept. in local church	

F. AFTER IMPLEMENTATION

No	Mask	Person in Charge	Deadlines
1	If required by the course, the local church shall arrange practical training.	Officers of Pastoral Dept. in local church	Plan according to the actual situation
2	After the training is completed, issue certificate of credit to the participants and record it in their study record.	CB	
3	Each church may use the training record as a reference for selecting workers.	CB	
4	Report to IA DTA for the training result.	CB	

G. TIME LINE

2009

Task / Month		1	2	3	4	5	6	7	8	9	10	11	12
Application Procedure	Expected												
	Actual												
To form a self-study group	Expected												
	Actual												
Purchase the materials	Expected												
	Actual												
The progress of self-study	Expected												
	Actual												
To complete the assignment designated by the instructor.	Expected												
	Actual												
To receive midterm exam	Expected												
	Actual												
Face to face teaching	Expected												
	Actual												
Practical Training	Expected												
	Actual												
To issue a certificate	Expected												
	Actual												
To record it in training record.	Expected												
	Actual												

H. REVIEW

9 Theological Students for IA Overseas Missionary Program

I. IA Recruitment Instructions of Theological Students for IA Overseas Missionary Program

7/1/2021 IA DTA

1. **Purpose:**

The true church is actively being established throughout the globe in order to fulfill the will of the true God in spreading the complete gospel of Jesus Christ to the whole world. The pioneering districts urgently need full-time preachers for preaching and shepherding. The IA calls for brethren who have been moved by God with a sense of mission to receive theological training. They will become preachers in the pioneering areas so that the full salvation will be quickly spread to all regions.

2. **Targeted Pioneering Areas and Admission Requirements:**

- a. Target region of service: South America, European continent, and South Africa
- b. Content of full-time ministry in pioneering areas: To be responsible for the pastoral work in the pioneering areas. This includes evangelizing, pastoring, training, etc., for nourishing the church of God and shepherding the sheep.
- c. Language skills required: To be able to speak, write, read and write Chinese. Knowing the language of the pioneering area is also preferred (English, Spanish, German, French).

3. **Training Location and Duration:**

- a. Training Location: Flexible, arranged by IA DTA according to needs.
- b. Training Duration: Three years of classes, plus one year of internship after graduation. Those who pass the courses and internship and are approved by IA EXCO are ordained as full-time preachers.
- c. Each academic year consists of two semesters. Each semester includes 16 weeks of classes. The internships and vacations during the semester are coordinated by the Training Department.

4. **Curriculum and Instructors:** The syllabus and schedule are developed by the Training Department. Instructors are arranged through the coordination of the Training Department of IA and USGA.

5. **Applicant Qualifications:**

- a. Baptized in the True Jesus Church for at least five (5) years. Possesses physical and mental health. A man of good reputation, full of the Holy Spirit, and wisdom (Acts 6:3).
- b. Over 25 years old and under 45 years old, has graduated from college, and has the language skills required for the assigned area.

c. Experienced in church ministry for more than three (3) years. Is clear about God's calling and dedicated to serving the Lord.

d. Due to the essence of the work, only brothers will be recruited this time.

6. **Application and Evaluation Process:**

a. Applicants apply through their local church council with the following documents, which will be sent to two units (the local church council and the IA office):

i. Completed application form

ii. Photocopy of School Credentials

iii. Physical Health Checklist

iv. Essay on "How I Came to Believe in Christ and My Motivation for Admission" (2-page minimum)

b. After review, the local church council, regional church council, or CCs/CBs/GAs will send the application forms and recommendation letters of the approved applicants to the IA Office.

c. After being further approved by the IA SCO, the Training Department will notify applicants of the time and place of the test.

d. Those who pass the test will be examined by the IA Executive Committee (EXCO). Those admitted will be notified of admission and pertinent regulations.

7. **Scope of the Test:** Prepared by the Training Department and conducted in the applicant's most proficient language.

a. Writing Test:

i. Bible knowledge

ii. Basic Beliefs

iii. Language ability

b. Oral Test:

i. Impromptu sermon (The topic will be designated by the Training Department on site. Ten minutes will be allocated for preparation and ten minutes for sermon delivery.)

ii. Interview with relevant personnel of IA

8. **Timeline:**

a. Applications shall be submitted to the local church council by November 30, 2021. After being reviewed, it must be sent to the regional church council or CCs/CBs/GAs by December 15, 2021. After being approved, the documents and recommendation letters shall be sent to IA Office by December 31, 2021.

b. Examination dates: The Training Department will arrange for the writing test and interview to take place between January and March 2022.

c. In March 2022, IA EXCO will confirm the admission list and notify individuals of matriculation.

d. Commencement of training: September 2022. The USGA or other suitable Theological Seminary will train the recruited TTP students on behalf of IA.

9. Service and Living Allowance

a. After completing the classes, IA will appoint a year-long internship. Those with passing grades and the approval of the IA EXCO will be appointed as preachers; they will be issued a Certificate of Ordination. He will serve for a minimum of five years, assigned by IA.

b. After five years of service and being approved by the IA EXCO, the worker can apply to continue to serve at IA, at another location, or return to their original GA, CB/CC, or IA-directed Church. The areas which do not belong to any GA or CB are subordinate to IA Western Hemisphere Department of World Ministry.

c. The trainee's living allowance from the period of his TTP training to the five years of service after graduation will be paid in accordance with the regulations of the Living Allowance for TTP Students/Full-time Ministers of IA Overseas Missionary Program.

10 True Jesus Church Full-time Minister Language Learning Plan

1. **Basis:** To draft a plan according to the resolution of the 7th Meeting of 9th IA Executive Council and the 2009 work plan of the IA Training Department.
2. **Purpose:** To cultivate the language abilities of full-time ministers and to increase man-power to fulfill the demands of world evangelism.
3. **Method:**
 - a. On a regular basis the IA Training Department will recruit preachers who are gifted in language and give financial assistance for training. The term will be for two years; however, IA can adjust the term according to individual situations.
 - b. In principle, the training is for full-time ministers who are under 40 years old. Every GA and CB/CC should actively recommend preachers; alternatively, interested preachers can send an application to their respective GA or CB/CC.
 - c. The training will focus on English, Spanish, Japanese, German, and French. Other languages will be considered on a case by case basis.
 - d. Review procedure: 1st review by each GA or CB/CC; 2nd review by a member appointed by IA SCO; last review to be approved by IA EXCO or SCO.
 - e. The trainees will apply for further education at international language institutes or schools through established procedures. If there are any difficulties while applying for visas, IA and related departments are to provide assistance and solutions.
4. **Service:**
 - a. During training, the preachers are to devote themselves to local church work during their leisure time.
 - b. In principle, the preachers are still in service while attaining further education. When their study is complete, they are to return to their work assignment. When needed, they are to be loaned according to the method established in the IA Handbook.
5. **Expense:**
 - a. During training, living expenses are paid by the preacher's employer.
 - b. Tuition, travel expenses, and a monthly allowance of US\$300 are paid by IA. Accommodations are to be arranged by the local churches or by the GAs or CBs/CCs where the preacher is residing during training.
 - c. All the expenses of applying for further education of the trainees must be reviewed by IA's Training Department. After the approval of IA SCO or EXCO, expenses will be remitted from the World Evangelism Fund.

6. Execute the plan after it has been approved by IA EXCO.

11 The IA Theological Training Program

I. The IA Theological Training Program Guidelines

Guidelines for Student

A. General Principles

1. The aim of this training program is to cultivate participants to be good and faithful servants of the Lord. The goals of the training program are to promote the students' spiritual strength, spiritual virtues, and spiritual wisdom and to preach the Gospel.
2. The students are to receive the passing on of spiritual knowledge and practical drill, so that they may grow both in their own spirituality and the services to the Lord and man.
3. Imitate the pattern of our Lord Jesus Christ. Humility, Obedience, and Self-Denial are the virtues to cultivate. Know how to give thanks to the Lord and man always.
4. Have in depth study of the truth to establish a firm foundation of faith, and understand the uniqueness of our church doctrines in accordance to the Bible and history; to enhance the consciousness of the Only True Church.

B. Spiritual Cultivation

1. All students must participate in Bible Reading and Prayer every morning and every afternoon. Pursue daily spiritual growth.
2. All students must attend Sabbath and evening worship and be prepared to assist the divine work that is assigned to them.
3. All students must make the best of self-study session to cultivate self-discipline, self-control, and self-motivation.
4. Have daily examination and review of one self's speech and action. Bring oneself into subjection to have victorious life. (I Cor. 9:27)

C. Daily Living

1. Serve one another humbly in daily works. Learn how to share and actively assist one another.
2. Always keep the living quarter and classroom clean and tidy. Have a general cleaning of the premises, chapel, living room, bathroom, and kitchen, according to the class schedule.
3. Save energy and water, cherish and protect the church property. Develop the habit to care for the assets and equipments of the church at all time.

4. Pay for all personal telephone and other usages.
5. Be considerate. Do not disturb others during self-study session or free time.

D. Study

1. Attend every class on time.
2. All students must fulfill the requirements assigned by the instructors both prior to and after the class.
3. Student who has completed all the required course work and meets **the minimum requirement for the passage of the class C grade (70%) will receive a certificate of completion.** The Full-time Ministers Theological Training Program regular student who has successful completed all the required course work and meets the minimum requirement for the passage of the class B grade (80%) will receive a diploma from the IA.
4. All the students must hand in the assignments and study reports on time and perform the examinations in honesty and truthfulness.

E. Absence/Discipline

1. During the class day, the students are required to live on the premises.
2. Any request of absence, sick leave, personal leave, or official leave must be approved by instructors or director/coordinator of the program/seminar.
3. Returning time at the end of the holidays is 10:00 pm of the last day.
4. If any student commits the following wrongs, he may be expelled from the program/seminar:
 - a. The student has offended the rules repeatedly and disobeyed instructors' advice that his behavior has affected the progress of the program/seminar.
 - b. The student's grade assignment, report, and class preparation cannot be completed in time or far below the expected that he will not be able to meet the standard for graduation.
 - c. The student who absences exceed twelve (12) hours or whose truancies exceed four (4) hours will be dropped from the program/seminar.

Guidelines for Instructors

1. The study materials and the list of reference books are to be sent to I.A. Office at least two month prior to the designated time of the class.
2. If there is any request for the purchase of textbooks or reference books, three months of time is required for such purchase and delivering to students for preview by I.A. Office prior to the class.

3. The instructors are requested to exercise discretion for the contents to be covered with the aim of this seminar to cultivate the spiritual strength, spiritual virtues, and spiritual wisdom of the ministers in True Jesus Church.
4. Due to the diverse backgrounds of the participating students, the instructors are advised to respect their cultures and keep a balance of their needs by adjusting methods and depth of content.
5. The program coordinator should serve as the mentor and the counselor in taking care of the students' daily needs and guide them in speech and deeds.
6. The regular and audit students are required to fulfill all the assignments on time given by instructors. Reading assignment, research papers, oral presentation, and others deemed necessary and beneficial to the students are all welcome.
7. For regular attendees of full-time minister theological training program, the minimum requirement for the passage of the class is B grade (80%); for other program student is C grade (70%); for sit-in student no grade is required.
8. The grade for the students in the class and instructor's comments be forward to I.A. Office no later than two weeks after the class is completed.
9. Any provisional change of schedule by an instructor should be consulted and approved by the IA Training Department.

12 Method of Distances Learning

I. Method of Distances Learning Training (In planning)

A. Purpose:

To provide those who have heart of pursuing the spiritual knowledge the opportunity of learning; through the efficient method, the members would acquire more spiritual knowledge to equip their capability for serving and for promoting the growth of church work.

B. Goal:

1. The church council members (elder/deacons ministers) at least form a “self-study group”
2. In principle, per group shall contain 12 people. With 6 members the class can be opened. When there are more than 20 people, the group shall be divided into two.

C. Instructor:

Arranged by DTA

D. Class:

To implement the essential part of the plan step by step according to the Current Council Members Cultivation Plan arranged by IA Training Department

E. Date of the class:

1. To be arranged within each group
2. If various groups were formed in a church, the church can replace a night service with the class (A certificate will be given by those who have applied and completed the class.
3. Or to choose other time for the class
4. To request the Pastoral Department in local church (or designated elders/deacons) to care for the study group.

F. Method of the class:

1. Read the materials of the special topic provided by the instructors (also the teaching DVD)
2. Group discussion based on the content of the materials. (20 minutes)
3. To complete the homework for each lesson (To do it at home for around 15 minutes; the study period decided by individual according to the content.)
4. To complete the half of the class, and receive the midterm by internet, and submit the assignment.
5. To complete the rest of the class, to receive the midterm by internet, and submit the assignment.
6. Before the midterm or final exam, the Participants should take 4-8 hours face-to-face teaching. (4 hours each credit)

The venue of the face-to-face teaching: (In principle, local church or the Theological School.) To be arranged by the coordinator of the Pastoral Dept. and the instructor.

G. Class Progress:

To be decided by each group, and not longer than 6 months to complete each course.

H. Application Procedure :

1. Implementation by the officer of pastoral department: after the officer of pastoral department recruits a number of group members, they are to fill out the application form. After the church council's approval, among the trainees, each group is to elect a coordinator (or leader). After making a name list of members for per group, the coordinators apply to every parish area or CB.
2. Application fee: ?? dollars for each class per person. To pay the fee according to the application instruction. (In negotiation)
3. Expense for materials: General Affairs to be in charge of purchasing CD and materials.
4. Parish Area or CB to assist in the application procedure: after assigning members to collect the relevant information and fees, the parish area or CB submit them to IA Training Dept.
5. To deliver the materials and the student ID number: After receiving the application forms, DTA mail the relevant materials and trainees' student ID numbers to the "self-study group".

I. Method of credit certification

Article 1 The method is to be set by the IA Training Department.

Article 2 Any IA-direct Church or CB who would like to provide credit certificate for training classes shall submit the annual report to IA Training Department before the class is open. And to operate the training in accordance with the rules in the method.

Article 3 One credit is 16 hours of classes.

Article 4 Teaching Methods: Teach by lectures in principle. Any credit which is not fulfilled by 16 hours of classes shall be compensated by distance learning in correspondence (via documental or media materials) or by writing research reports.

Article 5 Credit Acquisition: The instructors make evaluation to the trainees in the mid and final term based on their scores, learning attitude and result, or writing reports, and submit the list of those who qualifies to the unit who hold the classes.

Article 6 Credit Certification: After being endorsed by the chairman of the responsible IA-direct Church or CB, the certificate of credit in various subjects shall be issued by the IA Training Department. A database should be set for students score.

Article 7 The requirement for Instructors:

1. Preachers are to instruct the relevant Bible scroll classes in principle. The instructors for relevant specific subjects shall be recommended by IA-direct Church or CB at a right time. They may be assigned after probation.
2. The instructors of various subjects shall attain Teacher Training Workshop held by IA Training Department.

Article 8 Comparable Credit: In TTP school or voluntary training, the method of trainee's comparable credit shall be decided by IA Training Department. In the free time of comparable credits which was approved, the trainees can apply other relevant classes in the Theological Seminary School.

Article 9 The certificate can be a reference of workers who assign the holy works. The credit can also be comparable to the credit of church work training held by our church.

Article 10 The method shall be executed after IA EXCO's approval, as well as the amendment.

Article 11 Executive Date: Start from the date of announcement.

13 IA Training Site

I. IA Training Site:

training.tjc.org

II. Other Online Resource:

<p>Main Websites of Our Church in Chinese</p>	<ul style="list-style-type: none"> ● True Jesus Church Bible (Rhema) Site https://bible.tjc.org/ ● True Jesus Church Site https://tjc.org/zh/ ● Joy Online Family http://www.joy.org.tw/ ● General Assembly in Taiwan http://www.tjc.org.tw/ ● Pastoral Resource http://edu.tjc.org.tw/ ● Philemon Bookstore http://philemon.com.tw/
<p>Main Websites of Our Church in English</p>	<ul style="list-style-type: none"> ● True Jesus Church Bible (Rhema) Site https://bible.tjc.org/ ● True Jesus Church Site https://tjc.org/zh/ ● Manna Magazine http://mannamagazine.com/ ● General Assembly in US http://www.tjc.us/ ● Five Loaves and Two Fish http://blog.tjc.org/
<p>Most Accessible Websites for Chinese Bible</p>	<ul style="list-style-type: none"> ● The Bible Society in Taiwan https://cb.fhl.net/ ● Spring Bible (NIV of Chinese version) http://springbible.fhl.net ● Interactive Bible Study http://www.ibs.org.hk/ ● E-bibleKM http://www.e-biblekm.com.tw/ ● O-Bible http://www.o-bible.com/

<p>Most Accessible Websites for English Bible</p>	<p><i>Bible versions/commentaries/illustrations</i></p> <ul style="list-style-type: none">● BibleGateway http://www.biblegateway.com/● Online Parallel Bible http://bible.cc/ <p><i>Background Information</i></p> <ul style="list-style-type: none">● Bible.org Home http://bible.org/● Bible History http://www.bible-history.com/ <p><i>Interlinear Bibles</i></p> <ul style="list-style-type: none">● Scripture 4 All http://www.scripture4all.org/● Bible Study Tool http://www.biblestudytools.com/● Interlinear Bible http://interlinearbible.org/
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