WELCOME TO THE PROPEL TEAM!

We are glad that you’ve decided to use the Propel Curriculum series as you influence, impact, and ignite women from all different spheres of life.

While there are many books, resources, and leadership networks aimed at strengthening leaders, few resources address the distinctive role of women in leadership from a Biblical perspective. Our desire at Propel Women is to empower women to lead more effectively no matter where they lead, and to see themselves as an intricate part of God’s plan in all spheres of life.

Whether you lead in the boardroom or the playroom, the marketplace or in ministry, we want to help you understand your identity as a woman. Our job is to provide resources to further develop a woman’s leadership potential and equip her with tools to take action.

Propel Chapters look different everywhere. But there are some common forms they take. You may be accessing this guide because you are hosting a large group gathering within your church. You might be getting the girls in the office together for a lunch conversation once a week. You could be inviting some friends over to your home for a small group. No matter what it looks like in your context, this is your Propel Leader Guide.

Keep an open mind, an open heart and open hands to what God is saying to you as you use these videos and workbooks. May you and the women in your group become women who understand and articulate their leadership identity without doubt or fear, and women who move into action.
“NOW ALL GLORY TO GOD, WHO IS ABLE, THROUGH HIS MIGHTY POWER AT WORK WITHIN US, TO ACCOMPLISH INFINITELY MORE THAN WE MIGHT ASK OR THINK.”

EPHESIANS 3:20
LEADER ROADMAP

1. **Register as a Propel Leader** on PropelWomen.org.

2. **Get connected.** Talk to the Propel Team on the phone or via email for support. You can also talk with other leaders on the online Leader Forum at PropelWomen.org. Everyone who registers as a Propel Leader has access to log into this discussion board!

3. **Plan meeting details.**
   - Home, church, or office?
   - Weekly, monthly, or quarterly?
   - Professionals, moms, college students, creatives, grandmothers, entrepreneurs, pastors, or some of each?

4. **Order the Propel Curriculum.**
   - One DVD per group is necessary, while one workbook per woman is recommended.
   - As the leader, you do not need a separate book. Your job is simply to facilitate the discussion questions listed in the workbook!
   - Both digital and hardcopy DVDs/workbooks are available. If you are located outside of the USA, we recommend purchasing the digital download options to prevent escalated shipping prices.
   - We recommend starting with the Personal Leadership series, but feel free to skip around!

5. **Begin meeting.**
   - Some Leaders may want to play the Propel Women Launch Video for the first meeting and wait until the second meeting to jump into the Propel Curriculum. This video casts vision for who the Propel Woman is and it introduces the “why” behind your meetings. If you choose to play this video during your first session before jumping into the curriculum, you will find a link to the video as well as a link to a Discussion Worksheet.
   - Use the following tips to have successful meetings!

6. **Access resources to help you.** When you log into your account on PropelWomen.org, you will find the following resources on the Leader Forum...
   - Social media graphics to help you invite women
   - Stock images and logos to help you in creating promotional material
   - A discussion board to ask questions and share ideas with other leaders from around the world and the Propel Team
   - Propel Leadership Webinars
   - Propel Women Launch Video
   - Propel Women Launch Video Worksheet
MEETING TIPS

- **Define Your Purpose.** Why are you meeting together as a group? And why did you pick this particular group of women? Make it clear that this is a time to learn, grow, discover, equip and empower these women to grow as individuals and as a group. Cast the vision for the group during every single meeting.

- **Choose Your Team.** Whether you are leading a chapter with hundreds of women or half a dozen, you shouldn’t be leading alone. If you have multiple tables of women identify the “table leaders” who will help lead the discussion time.

- **Have A Game Plan.** Have a schedule for each meeting. Are you planning on eating together? Having worship? Introducing the night with an icebreaker? A plan will allow you to feel more relaxed and focused on what’s going on with your women.

- **Break Into Smaller Groups, If Necessary.** Most conversation happens best in smaller groups. If you have a large group, you may want to assign table leaders. Having table leaders is a great way to instill a leadership mentality in women. Do you have 5 committed women? Consider choosing some women who have leadership experience, and others who have never led before to provide a new opportunity for growth. Tell each table leader that they are each responsible to bring at least two women to your meetings. Then, ask them to challenge each woman at their table to bring another woman next time. Soon you’ll be multiplying like wild!

- **Set Up A Group Email Or Text Message.** Communication is key to starting off on the right foot as a group. Make sure everyone is on the same page with the same information. Get in the habit of communicating the day before each meeting. When one of your members doesn’t show up, be sure to send a message letting them know you missed them!

- **Keep An Eye On Time.** Start on time or 5 minutes after – this communicates awareness and respect for everyone’s schedules. Make sure you have enough time to watch the 20-25 minute dvd curriculum, have great conversations guided by the questions in the Propel workbook, and time for prayer together if you wish. You want these women to leave with anticipation - wanting more and excited for the next conversation!

- **Create A Mentorship Culture.** There will often be both an older woman and a younger woman than you. Model discipleship to your women. Allow yourself to both learn from others and pour into others. You can always encourage the mentees to plant Chapters in their workplaces, colleges, homes, etc.

- **Consider Extra Elements.** Do you want to include, worship, food, or an ice-breaker?

- **Pray.** Pray as you invite these individuals to join the group, pray before your first meeting, pray for these women in between meetings, and pray together as a group.

- **Share.** After each meeting, connect with other leaders and the Propel Team to share what’s been working and not working in your meetings! Post photos, prayer requests, and updates regularly.
SESSION 1-2

GETTING STARTED

It’s your first Propel Chapter meeting!

Welcome everyone in your group as they arrive.

Introduce the women to each other if they do not yet know each other. Ask the women to share a little bit about themselves (names, current place in life, relationship to you the group leader) OR if these women already know each other, ask them to share one word they would use to describe themselves and why they chose that word. Then give an overview of your time together. Watch the Propel video, and use the workbook questions as a guide for conversation. As the group leader, it is your responsibility to facilitate the questions from the workbook, at least for the first session. Be sure to answer the questions. Especially if it takes time for people to warm up to each other. Silence is o.k. And so is asking others to speak up, like: “Who wants to go first?” or “Sara, what do you think about that?” Create space for these women to be authentic and vulnerable. Affirm their thoughts with a simple comment like, “Thanks for sharing that – what a great thought!” Make sure you are aware of the time, and use the last 5 minutes to wrap-up and discuss details for the next meeting: date, time, location. Encourage further discussion over email, group text or video chat, if desired.

When your second meeting happens, you may want to begin with introductions again.

This is especially important if new members have arrived. Be mindful as you facilitate the questions and conversation that some women may not feel comfortable going deep or talking about their spiritual lives if they’re new to the group and new to church. That’s o.k. It takes time to warm-up, especially if this is a new group of women. If someone in your group dominates conversation, make sure to kindly step in and ask for input from the other women, like “Thanks for sharing your thoughts, Emily. Rachel, I’d love to hear what you think about that question!” Make sure everyone is heard. Keep facilitating, keep sharing, keep asking thoughtful questions. And keep encouraging and equipping these women – let them know you appreciate them and you value the insights and perspectives they bring to the group. Pray for the group, or ask the women how you can be praying for them until your next meeting. And then actually pray.
SESSION 3-5

TRANSFERRING LEADERSHIP

Now is the time to start equipping and empowering the other women in your group. Consider asking someone else to facilitate a portion or all of the workbook questions. Or maybe someone else prays for the group. And maybe someone coordinates social time for the group outside of your regular meeting time. Once group members are comfortable with conversation and with each other, look for ways to develop, equip and empower the women both inside and outside the group.

SESSION 6

CELEBRATE TOGETHER

This is your last session! Take a few minutes at the end of your time together – after the dvd and the workbook questions - to celebrate. Celebration happens in many different ways – meeting at a special location, or sharing a special meal, or offering something you’ve learned from the group over the past 6 sessions. If time permits, ask the women to share something they’ve learned from each member of the group. This facilitates encouragement and creates positive feedback for every member of the group.

Discuss your plans for the future. You’re ready to dive into the next Propel Curriculum! You may want to take a break, but go ahead and plan a start date.

Don’t forget to send the Propel Team your photos and stories from your meetings.
FOLLOW US ON SOCIAL MEDIA—

Make sure and stay up to date with Propel! Sign up for our newsletter at PropelWomen.org or follow us on social media.