

APC Life Coaching Ministry

All Peoples Church & World Outreach

www.apcwo.org



This is a general overview of APC's Life Coaching ministry, the process and guidelines for mentors

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The Life Coaching Ministry of APC

This is the one-to-one discipleship ministry of APC, helping people grow up to be like Jesus in all things, in all areas of life.

This involves mentoring, coaching and nurturing - in other words, discipleship.

Mentoring, coaching, or nurturing is the engagement (or process) where one individual assists another in their growth and development through training, role-modelling, sharing knowledge and emotional support.

As a church we really want to see a culture where mentoring, coaching or nurturing takes place organically.

The mentoring relationship can address the following areas:

- **Spiritual Nurture:**
 - Foundations
 - Discipleship
 - Ministry development
- **Profession & Career**
 - Career guidance, resume and interview prep
 - Workplace decisions
 - Career development
 - Transitioning into retirement
- **Business**
 - Business growth
- Entrepreneurship
- **Marriage & Family**
 - Preparing for Marriage
 - Marriage
 - Parenting
- **Life Skills**
 - Time Management
 - Managing finances
 - Personal planning & goal setting
 - Decision making

THE HEART OF A GOOD MENTOR

1 Thessalonians 2:7-8

7 But we were gentle among you, just as a nursing mother cherishes her own children.

8 So, affectionately longing for you, we were well pleased to impart to you not only the gospel of God, but also our own lives, because you had become dear to us.

1. **Sincere** – A good mentor has a genuine desire to impart into other people & sees value in this.

2. **Secure** – One who does not need to prove anything to anyone - so does not control or manipulate people and who is perfectly fine if the mentee does better than oneself.

3. **A heart to serve** – One who is willing to serve patiently, lovingly, courageously, redemptively, positively, believing that good things can happen.

The Process

1. The enquiries come in by email/ text/ call to the coordinator
2. The coordinator calls the enquirer, interacts, understands the need, and collects more information.
3. The coordinator matches the mentee with the suitable and most appropriate mentor
4. The coordinator exchanges the contact info with the mentor and mentee
5. The mentor connects with the mentee to set up the meeting at a convenient day, time
6. Objectives are set jointly and the mentoring process gets started

Some practical guidelines for the mentoring process:

1. **Leading by Example:** As mentors, our first responsibility is to live out what we believe and preach. We believe in practising what we teach and sharing our experiences and learnings.
2. **Guiding, Not Dictating:** We're here to provide guidance and support, but the ultimate decisions are made by the mentee. Let us coach without dictating our views.
3. **Voluntary:** Entering a mentoring relationship is a voluntary choice. If at any point you feel that the relationship is not satisfactory, either party can withdraw without any obligations.
4. **Building Trust and Comfort:** Our meetings are designed to allow us to get to know each other and build a comfortable connection. Ideally, we recommend allocating 30-45 minutes to an hour per meeting to create a meaningful interaction.
5. **Welcoming Environment:** Whether we meet online or in person, let us ensure a conducive environment where both can freely express without any distractions or disruptions.
6. **Engage Same Gender:** We encourage mentors to engage with individuals of the same gender, except in specific cases where expertise or experience may require a one-off meeting.
7. **Confidentiality:** Kindly treat any information shared during the mentoring meetings with complete confidentiality. Privacy and trust are of utmost importance.
8. **Review and Feedback:** Both parties have the right to request a review of the mentoring progress or to review any agreements or plans made earlier. Open communication is key.
9. **Commitment to Meetings:** Let us value our commitments. If for any reason a meeting needs to be cancelled or delayed, kindly provide adequate notice to ensure smooth communication.
10. **Clarifying Expectations:** If either party feels unclear about the current status of the mentoring relationship, it's important to seek clarification of objectives and openly discuss the views and wishes of the other party.

11. **Limitations and Boundaries:** We recognize our limitations as mentors and will not engage in areas that exceed our expertise or experiences. It may include long-standing issues or major emotional events, which are best addressed by professional counselors.
12. **Respect for Privacy:** You should never feel pressured to share personal, organizational, financial, or business-related information that you consider confidential or covered by a non-disclosure agreement.
13. **Conflict of Interest:** If a mentor senses a conflict of interest between the mentoring relationship and any other role they hold, they will communicate this to the mentee at the earliest opportunity.
14. **Respect and Boundaries:** Mentors are committed to treating mentees with respect and must not exploit them in financial, sexual, or any other way – promoting products, services, personal business, etc.
15. **Proper Closure:** If either party decides to end the mentoring relationship, we will ensure that there is at least one meeting dedicated to a final review and proper closure.
16. **Limited Duration:** Both parties accept that the mentoring process has a specific timeframe, and any contact beyond that period will be based on the consent of either party.
17. **Moving Forward as Peers:** If the initial objectives have been met then the relationship may transition to a peer connection, continuing to support each other.

Confidentiality Exceptions

There are special circumstances where, for example, professional counselors do break confidentiality. Mentors should be aware of these circumstances and clearly state the exceptions if required. The exceptions are:

- **Danger to self or others:** Confidentiality may be breached when the mentee is in imminent danger to self or others, or in evidence of serious physical harm, emotional or sexual abuse towards others including minors, elderly and the disabled.
- **Legal requirement** (eg. when a crime has been committed or a person under 18 may be at risk)

Conditions and Situations Beyond the Purview of Mentors

- **Psychological and emotional challenges** arising as a result of trauma (for eg., physical and sexual assault or violence, childhood or domestic abuse, natural disasters)
- **Presence of mental health conditions** (such as Schizophrenia, mood disorders, anxiety, and developmental disorders such as Autism spectrum conditions)
- **Behavioral and emotional disturbances or personality traits** that include persistent emotional instability, manipulation, intense and unstable relationships, poor impulse control.
- **Serious marital problems** that involve constant conflicts, ongoing abuse - verbal or physical, couples on the brink of divorce.
- **Decisions regarding choice of marriage partners** and information on potential suitors.
- **Substance abuse & addictions** - alcohol, drugs, pornography, sexual addiction and other forms of addiction

- **Don't override organisational policies.** Kindly defer the mentees to check with their respective HR personnel or Reporting Manager
- Kindly **refrain from overriding parental authority** in academic, career or personal decisions your mentee is considering.

Some very useful resources:

Sermon Series - 1

[Mentoring, Coaching and Nurturing People](#)

Sermon Series - 2

[Mentoring, Anointing and Impartation - Clarifying Truth](#)

Spiritual Nurture

Getting started, establishing the foundations

1) Foundations - Track-1

<https://apcwo.org/books/english/foundations-track1-workbook>

2) God's Word

<https://apcwo.org/books/english/gods-word-the-miracle-seed>

3) Declaration of Faith

<https://apcwo.org/books/english/speak-your-faith>

Discipleship

1) Who we are in Christ

<https://apcwo.org/books/english/who-we-are-in-christ>

2) Conquest of the mind

<https://apcwo.org/books/english/the-conquest-of-the-mind>

3) Fulfilling God's purpose for your life

<https://apcwo.org/books/english/fulfilling-gods-purpose>

4) Receiving God's guidance

<https://apcwo.org/books/english/receiving-gods-guidance>

5) Baptism in the Holy Spirit

<https://apcwo.org/books/english/baptism-in-the-holy-spirit>

6) Gifts of the Holy Spirit

<https://apcwo.org/books/english/gifts-of-the-holy-spirit>

Ministry Development

1) Code of honor

<https://apcwo.org/books/english/code-of-honor>

2) Healing & Deliverance

<https://apcwo.org/books/english/ministering-healing-and-deliverance>

3) The Prophetic

<https://apcwo.org/books/english/understanding-the-prophetic>

4) The Kingdom of God

<https://apcwo.org/books/english/kingdom-of-god>

5) Kingdom Builders

<https://apcwo.org/books/english/kingdom-builders-revised>

6) The Local Church

<https://apcwo.org/books/english/house-of-god>

Profession & Career, Business, Life-skills

1) Biblical Attitude towards work

<https://apcwo.org/books/english/biblical-attitude-towards-work>

2) Work - its original design

<https://apcwo.org/books/english/work-its-original-design>

3) Timeless principles for the workplace

<https://apcwo.org/books/english/timeless-principles-for-the-workplace>

4) Women in the workplace

<https://apcwo.org/books/english/women-in-the-workplace>

For Marriage preparation, Marriage Enrichment, Parenting

Marriage & Family

<https://apcwo.org/books/english/marriage-and-family-manual>

Other titles for various topics:

<https://apcwo.org/books/english>