

WEEK AT A GLANCE

“Commit your works to the Lord, And your plans will be established. The mind of man plans his way, But the Lord directs his steps.”
Proverbs 16:3, 9

Drifting! Driven! Directed!

Concerning life priorities and goals men basically have three choices. We can get blown around in the turbulent sea of our culture while drifting from project to project, position to position, and task to task. Or, we can choose to be driven by the fear of failure, the tyranny of the urgent, and the unrealistic expectations of others. Or, we can choose to stop at the nearest gas station, get out the map, honestly assess where we are, and ASK FOR DIRECTIONS! You see, we do not need better organizers, computers or administrative assistants. We don't need more motivational books or 'how to' gimmicks. To truly balance the demands of life we must choose to become so focused on Christ that we are living out the priorities of Christ.

For this SALT project, we will ask you to construct a “Week at a Glance” schedule. A week at a glance schedule describes how you generally spend your time over the course of a typical week. Of course, we acknowledge that few of us ever have a typical week! However, the point of thinking through this schedule is to ensure that we live out what we say we value.

Before you actually begin filling out a weekly schedule, let's take some moments to align ourselves with God's perspective. Based on the following passages, what do you learn about God's view of priorities?

Deut. 6:4-6 Col. 1:15-18

Phil. 3:13-14; Matt. 6:33-34

Although we tend to see priorities as a linear list, God doesn't see them that way. He speaks of only two priorities which are not to be confused:

#1 God.

#2 Everything Else!

A Few Principles About Priorities

As you reflect on these principles, circle 2 or 3 which you want to especially keep in mind as you create your 'Week At A Glance' priority sheet.

1. God says, “I did not design you to balance all of the demands of your life on your own. So, come to Me and we will manage them together.” Luke 6:46-49; Genesis 1:26, 3:5-8
2. God speaks of priorities in terms of relationships and responsibilities to be faithfully managed, not lists and tasks to be accomplished. In other words, we are to put most of our efforts in managing by love (relationships) not by lists (projects)! We must learn to do the right things not just to do things right! Ephesians 5:22-6:9
3. God calls us to make a commitment to faithfulness not to success. God is not impressed with seemingly successful starters. He is looking for faithful finishers. He will always provide the adequate time, resources, abilities and motivation to faithfully finish the race to which He has called us. He can do a lot with a little provided He has all there is of it. Hebrews 12:1-13; Luke 16:10; I Corinthians 4:2
4. We must learn to “eliminate & concentrate!” A key question you must ask yourself a few times a year to help you focus on the best rather than the good is, “*What has God called me to uniquely be and do in this season of my life?*” Psalm 37:3-5; Proverbs 3:5-6, 16:1-3; Nehemiah 2:12; 6:3
5. Identify your true priorities by looking at your activities, ambitions & anxieties as well as your check book and calendar. An honest weekly assessment will tell if you are drifting

between activities, driven by ambitions or directed in life by the Holy Spirit. What would your wife and kids say if asked?
Matthew 6:21

6. Managing priorities is not a matter of IQ, it's a matter of I WILL! Will you say "yes" to the best and "no" to the rest? Make sure you are not under the influence of the tyranny of the urgent, but rather under the power of the Holy Spirit. Understand that you can know the principles of balancing your priorities but you do not have the power in your self to carry them out over the long haul apart from the Holy Spirit! John 15:1-5; Philippians 4:13 Ephesians 5:15-18; Proverbs 16:9

7. Men do not do what they believe...they do what they value! We juggle so many things that we often drop our most important balls. Every man juggles four types of balls at all times. Some are the priceless and irreplaceable crystal balls of relationships with our Lord, wife, kids and friends which can never be dropped. Some are rubber balls that we must let fall to the ground knowing they will bounce back in another season in life when we were more prepared to deal with them. Many are the large wooden balls which we need to drop with a thud to leave with some other stud! But most are hollow bubble balls of no real weight which we need to let float up to the Father for Him to either burst or bear on His own. Luke 10:38-42; James 2:17-18



8. Purpose to take advantage of a very practical and strategic gift to you from God, the SABBATH, which is often very neglected. We must seek the heart of the Lord each week in prayer in order to agonize to discern His plan for my week before I organize my agenda for the week. The Sabbath is a time to reorganize our lives around Jesus instead of our culture. If we do not live by His priorities, we will live by our pressures! We must come apart and be quiet in His presence before we fall apart while dancing to the noise of this world! Exodus 20:11; 31:14; Nehemiah 1:4-11

9. Test God by living out His priorities for a month and see how He will come through for you! Malachi 3:10-15

10. Apply the 'Principle of the Pyramid'. It is the only geometric shape that cannot be pushed over because of its wide base. How wide is your spiritual base? Are you clamoring to get to the top before adequately building your base? Where are you being pushed around in your priorities by the expectations of others? Why? Are you building your base using the right materials and right workmanship. Colossians 2:6-7; I Corinthians 3:10-17

11. Chose wisely your audience! Other than Christ, whatever you suck up to will suck the life out of you. John 10:10; 12:42-43; Galatians 1:10; Colossians 3:17, 22-4:1

12. Overflow is the key to managing and living out your priorities. (John 7:37-39) Purpose to find out what is blocking the overflow of God's Spirit in your life. I.e. His wisdom, strength, purpose, peace, discernment, encouragement. Purpose also to become a 'river' rather than a 'reservoir' because you will grow the most by giving. Proverbs 4:23

13. Expect opposition! Satan will do anything to screw up your priorities! (I Peter 5:6-11) If he can't get you to blow it, he'll get you to blow by it with busyness. Remember, a few degrees off course over a long distance will get you totally lost! Luke 4:13

14. Without priorities everything is important; with priorities only the important is important! Each of us will ultimately commit to do no more and no less than what we purpose to do. Use the following grid to weigh the value of your priorities.

IMPORTANT/ URGENT 1	IMPORTANT/ NOT URGENT 2
URGENT/ NOT IMPORTANT 3	NOT IMPORTANT /NOT URGENT 4

Most of your time and energy should be invested in boxes 1 and 2 because they yield the greatest return. Try not to spend the majority of your life in boxes 3 and 4. Typically, men give lip

service to box 2. However, since they don't experience any immediate consequences of not acting, they often fail to act. Don't fall into this trap!

15. A man's weekly schedule should reflect and aid as a guide to accomplishing his life mission statement. We need to lead our lives and guide the lives in our family by asking, "*Just where do I want to end up?*" We are to avoid the rascalous and irreverent Cheshire Cat of *Alice's Adventures in Wonderland*.

Alice asked the Cheshire Cat: 'Would you tell me, please, which way I ought to go from here?'

'That depends a good deal on where you want to get to,' said the Cat.

'I don't much care where,' said Alice.

'Then it doesn't matter which way you go,' said the Cat.

'So long as I get *somewhere*,' Alice added as an explanation.

'Oh, you're sure to do that,' said the Cat, 'if only you walk long enough.'

If you do not have a Life Mission Statement, this would be a great time to develop one. (See the Life Assignment entitled '*Writing Your Life Mission Statement*' under the Discipleship-SALT button on our web site. Remember, your weekly schedule is not primarily to help you manage time, but to aid you in accomplishing a worthy life mission.

What 2-3 of the previous principles do you most want to incorporate in your thinking as you develop your Week At A Glance?

What would you say are the three most pressing demands on your life at present?

I must give much more attention to my relationship with...

Filling Out Your Week At A Glance Form

Now that you have God's perspective on your priorities, write down how you sense you need to be spending your time for this season of your life. If you already have a schedule filled out on your computer or Palm Pilot, then revise that one based on what God is saying to you. Use the Week At A Glance form we have provided (hardcopy or electronic). Think 3 months out, not 3 years! Consider the following categories.

- | | |
|--|---|
| <input type="checkbox"/> Marriage/dates | <input type="checkbox"/> Time with each child |
| <input type="checkbox"/> Family Meetings | <input type="checkbox"/> Work |
| <input type="checkbox"/> Personal Administration | <input type="checkbox"/> Worship/church |
| <input type="checkbox"/> Time alone with God | <input type="checkbox"/> Entertainment/TV |
| <input type="checkbox"/> Travel/commuting | <input type="checkbox"/> Home maintenance |
| <input type="checkbox"/> Down time | <input type="checkbox"/> Friends/neighbors |
| <input type="checkbox"/> SALT | <input type="checkbox"/> Fellowship |
| <input type="checkbox"/> Long-term projects | <input type="checkbox"/> Meetings (weekly, monthly) |
| <input type="checkbox"/> Interruptions | <input type="checkbox"/> Meals |
| <input type="checkbox"/> Sleeping | <input type="checkbox"/> Recreation/exercise |
| <input type="checkbox"/> Specific ministry | <input type="checkbox"/> Recurring Appointments |

To get started, simply fill out the Week At A Glance blank form, describing the time you spend during a typical week. Then ask yourself, “Does this reflect my values/priorities in this season of my life?” If not, adjust so as to organize your life around the priorities which you sense would please the Lord.

Once you fill out your Week at a Glance, don’t bury it some place where you won’t be able to find it! Pull it out at the beginning of each week as you pray through your week, giving it all to the Lord.

WEEKLY PLANNER

Be careful how you walk not as unwise men, but as wise, making the most of your time!" Ephesians 5:15-16

Hours	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	Hours
5:00								5:00
6:00								6:00
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What has God uniquely called me to BE and DO for Him in this season of my life?

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