

# The Management Series

*Dennis  
Peacocke*



# THE MANAGEMENT SERIES

This handbook is designed to supplement *The Management Series* audio teachings. It highlights the teaching points in an easy-to-read, quick-reference presentation.

It is our hope that this handbook will not only serve as a supplement to those actively listening to the teachings, but also communicate encouragement and reinforce truth independent of the audio presentations.



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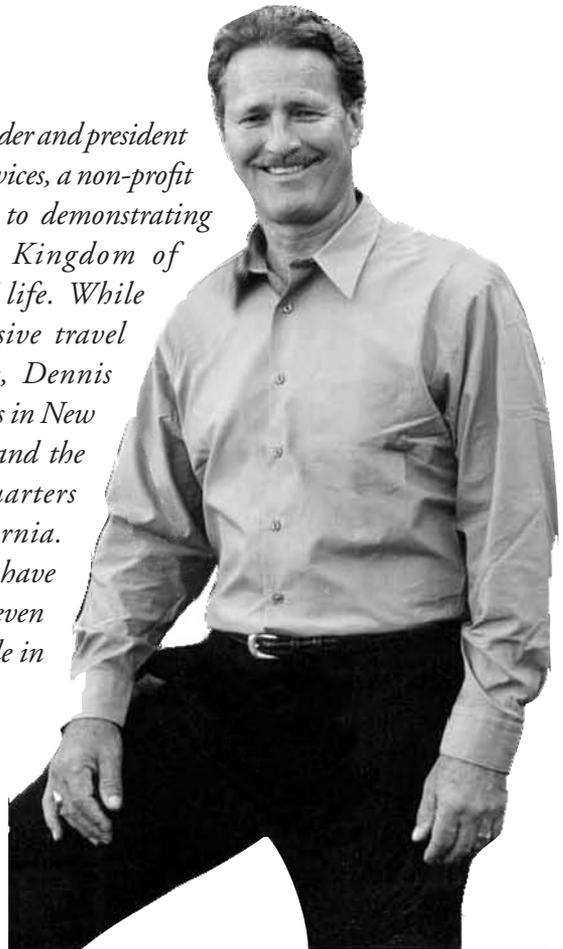
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**“God, as a wise Employer/Father, brings His servants into mature fellowship with Himself by making them His work partners. The old adage, ‘It takes one to know one,’ is not only true, but it’s biblical. In the same way that it takes an architect to read an architect’s plans, it takes someone fully engaged in Father’s business to really begin to know Him. Unity comes from sharing goals, responsibility, and time together.”**

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**“God’s plan to change the world is Himself.** He has created the world, and He will change it primarily through His people, who are commonly called “the Church.” The word Church comes from the Greek word “ekklesia,” which literally means those elected and called out to rule. Those of you familiar with Greek history know about the role of the ekklesia in ancient Greek politics within the city-states. They were the rulers and the business managers of their culture. The Church is supposed to be an army of rulers, hence the Holy Spirit chose the word “ekklesia” to describe her. This is no small truth. Rulership has always been connected with managerial responsibilities.”

☞ All quotes in this book are from Dennis Peacocke as taken from his book, *Doing Business God’s Way*, unless otherwise stated.

# FOUR BASIC BUSINESS SKILLS

“The ability to manage well doesn’t  
make much difference if you’re not  
even in the right jungle.”

—*Stephen Covey*

## THE FOUNDATION:

### *Discovering How God Builds*

We are very familiar with the concept of business skills because most of us, at one time or other, have completed an application for employment. Depending on the job for which we are applying, our skill descriptions may vary. All in all, these skill qualifications fall under three categories. These categories are *relational*, *conceptual*, and *executional* in nature.

For example, if I am applying for a carpentry position on a construction project, I may include that I am experienced in framing. My ability to “frame” would fall under the category of an *executional* skill.

If, on my application, I also include that I worked with the same crew for the past five years, I am communicating that I am capable of working with others to accomplish a task. This communicates that I possess *relational* skills necessary to be considered for the position.

If, on the application, I also include that I can read and follow blueprints, I am communicating that, *conceptually*, I am able to understand how my work fits into the overall completion of the project.

If I get the job, my success, as a carpenter working as a member of this construction crew, will be measured by my effectiveness in these three areas.

Similarly, God’s way of building and working with us also falls into these categories:

CATEGORY	RESPONSIBILITY
<p style="text-align: center;"><b><i>Relationally</i></b>  <i>Because God is a personal God</i></p> 	<ul style="list-style-type: none"> <li>• <i>To develop the ability to hear God, in terms of my career, ministry, and business.</i></li> <li>• <i>To carry and communicate God’s heart to others.</i></li> </ul>
<p style="text-align: center;"><b><i>Conceptually</i></b>  <i>Ability to see our lives in God the way Jesus saw His life in God</i></p> 	<ul style="list-style-type: none"> <li>• <i>To develop a greater capacity to see and understand the issues of our day and to make economic decisions accordingly.</i></li> </ul>
<p style="text-align: center;"><b><i>Executionally</i></b>  <i>Discovering how God works by aligning ourselves with Him in life, joy, peace, and fulfillment</i></p> 	<ul style="list-style-type: none"> <li>• <i>To learn how to apply biblically-based management skills.</i></li> <li>• <i>To solve problems biblically; disciple others.</i></li> <li>• <i>To manage growth and blessing in a biblical way.</i></li> </ul>

**“If God has called you and placed you over a business,** don’t think you have to become a missionary to be a real Christian in full-time service. Realize that your business is a platform for ministry because business is relationships, and the gospel is shared through relationships (customers, suppliers, employees, trade associations). Christian excellence is not being the best, but being all God designed you to be.”



***Buck Jacobs** is Founder and Chairman of the C-12 Group, an organization which mentors Christian business owners in biblical business and life principles. He has served as Vice-President of Sales for the S. H. Mack Co., Inc., a manufacturer of synthetic metal-working fluids. During his ten-year association with the Mack Company, he led the development of sales from \$1,000,000 to \$10,000,000 and was responsible for all domestic and international sales functions.*

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*Buck’s earlier experiences include: Managing Director of Sta-Power Italia, Spa., in Rome, Italy, a supplier of automotive chemicals; CEO of The Executive Development Institute, with responsibility for 20 district offices, 50 sales trainers, and 8,000 direct sales people; President and Director of the R. G. Haskins/N. A. Strand Corp., a manufacturer of specialty machine tools. Buck and his wife, Bonnie, have three daughters and two grandsons.*

## God builds and works with us in our everyday tasks.

**“The things Jesus did were the most menial of everyday tasks, and this is an indication that it takes all of God’s power in me to accomplish even the most common tasks in His way. Can I use a towel as He did?”**

— Oswald Chambers  
*My Utmost for His Highest*



**“The shepherds worked.** They had a mean job watching their flocks by night, but after seeing the Babe, they went back.”

—Roland H. Bainton  
*Here I Stand: A Life of Martin Luther*

# BASIC BUSINESS SKILL #1:

**I must correctly discern the theme and season of my business in terms of how to apply my energy, tasks, and decisions.**

Studying the way God builds should be the earnest pursuit of all serious believers. God's building principles as they apply to building and managing business are revealed in patterns:

<b>Seasonal Patterns</b>	<b>Possible Business Response</b>
<b>WINTER</b>	<ul style="list-style-type: none"><li>• Relative Rest; Rebuilding and Repairing Systems</li><li>• Preparation for Planting Expansion New Products Systems</li><li>• Strategic Planning and Procurement of Necessary Resources</li></ul>
<b>SPRING</b>	<ul style="list-style-type: none"><li>• Preparing Soil</li><li>• Release of Your Seed</li><li>• Knowing the Condition of the Soil (Market)</li><li>• Seasonal Workers to Help Plant</li><li>• Singular Focus on Marketing</li></ul>
<b>SUMMER</b>	<ul style="list-style-type: none"><li>• Care for the Crops Weeding out False Plants Supplying Water Protection from Predators</li><li>• Preparation for Harvest Systems Storage Rest</li></ul>
<b>FALL</b>	<ul style="list-style-type: none"><li>• Harvest (full-on work loads with permanent hiring for new level of growth)</li><li>• Analysis of needed systems repairs and efficiency revealed by the pressures of harvest</li></ul>

## **Sabbatical Patterns**

Rest every seventh day  
(Gen. 1:2:2b)

Rest every seventh year  
(Ex. 23:10-11)

Jubilee every 50th year  
(Lev. 25:10)

## **Possible Business Response**

No seven-day-a-week workers;  
no seven-day-a-week businesses  
(ethical standard)

Rotating field (people)

Debt cancellation and discounted  
loans

## **Social Concern Patterns**

Gleaning (Ex. 22:25-27;  
Lev. 19:9-10; Deut. 15:7-11,  
24:14-15)

Liability and personal  
responsibility (Deut. 22:8)

## **Possible Business Response**

Leaving “imperfect products”  
(fallen fruit) and “corners of the  
fields” (canceled orders) for the  
needy to harvest themselves

Making sure that our products  
and production facilities are safe

**“I was struggling to keep my catering company afloat. I knew I had the ability to succeed, but my time was split between food prep and administration. Since I didn’t have the money to hire another person, I decided to bring my wife in to manage the books and the office. After one year, my business increased 50 percent.”**



*Stan Vail is the owner, manager, and head chef for All Seasons Catering in the San Francisco Bay Area. He employs seven full-time and fifty five part-time employees. he and his wife Gay have two sons and reside in San Rafael, California.*

## BASIC BUSINESS SKILL #2:

**The ability to identify and develop my own skills and the talents that God has given me and those around me.**

**People are the ultimate “resources”**; developing who they are is our ultimate service to God. Developing people is so very important that, prior to Jesus’ death (**John 17**), He reported back to the Father on His earthly stewardship. His relational stewarding consisted of—

- Reflecting the Father daily in word, thought, and deed (17:6)
- Verbalizing God’s words to others at the right time and the right place (17:7)
- Mediating grace to those in relationship with Him through intercessory prayer (17:9)
- Praying for godly, corporate intimacy (17:11)
- Guarding those in relationship with Him (17:12)
- Sanctifying those in relationship with Him through living life truthfully (17:19)

Just as Jesus was sent to steward relationships, we today, in the here and now, are sent to do likewise (17:18, 20) (*DBGW*, pp. 20-21).

This relational stewardship must begin with our natural families (Gen. 12:3; Acts 3:25; Gen. 18:18-19). It is here that we must acquire and use the means of discovering, developing, and releasing the gifts of those who are related to us, and then to others.

A significant aspect of stewarding people is recognizing people’s natural borders. As we build corporately and organizationally in the marketplace, we must take this into account (2 Cor. 10:13-16).

## BASIC BUSINESS SKILL #3:

**I must cultivate the art of strategic living and train others to do likewise.**

**Under God's grace**, prosperity and success are fruits of strategic planning and obedience, not the goal. Strategic planning requires that we be oriented to the future generation on these issues:

- What is God's overall work for my generation so that my life work can fit into it?
- What is God's calling, and how does it relate to the destiny of my children?
- What wealth and riches (resource base) has God entrusted to me to multiply and pass on into godly hands?

Time management, resource development, and resource deployment are three areas that need evaluation as we answer these questions. —*DBGW, pp. 43-44*





## **Time Management**

“Teach me to number my days aright,  
that we may gain a heart of wisdom.”

—Psalms 90:12

## **Resource Development**

“I intend, therefore, to build a temple for the Name of the Lord my God... so give orders that the cedars of Lebanon be cut for me, and my servants will be with your servants; and I will give you wages for your servants according to all that you say, for you know that there is no one among us who knows how to cut timber like the Sidonians.” —1 Kings 5:6



## **Resource Deployment**

God lives and thinks strategically; so must we.

“For whom He foreknew, He predestined...” —Romans 8:29

## **What is Coming?**

## BASIC BUSINESS SKILL #4:

**I must know how to hear God, in terms of whom to trust, and whom not to trust.**

**Learning how to hear God**, in terms of whom to trust and whom not to trust, is an important project for any employer or manager of people.

Three ways to position yourself to aid in the development of this skill would be—

- **Listening.** This is a primary practice for true disciples (Isa. 50:4).
- **Opening yourself** to the possibility of God speaking through anyone (Balaam's donkey speaks to Balaam in Num. 22; King David allows Shimei to curse him in 2 Sam. 16:5-13). The result is a prayerful humility before God and man.
- **Closing yourself** from the wrong spirit of another person. Realize that God requires us at times to be closed to the spirit of another person (Jesus closed Himself to Peter's spirit, Mt. 16:23; Peter closed himself to Simon when he wanted to buy the Holy Spirit, Acts 8:9-25)

Love is given; trust is earned; counsel is heard; but only God is obeyed.

# WE GROW UP BY CARING FOR PEOPLE AND THINGS: SIX PRINCIPLES



“Building together” is a principle we apply wherever God has planted us, be it our marriage, our family, or our vocations. The most important skill we have in our extended community (including jobs and city government) is to bring people together to work toward a common vision and engage them in the process of bringing about unity. “For there the Lord commanded the blessing...” —Psalm 133



*Kevin and Marianna Hanefeld reside in Kirkland, Washington with their four children.*

## PRINCIPLE #1

### **Fellowship comes through building together.**

God builds by sharing responsibility. His original intent for man never has changed. He wants us to build together in the extension of His will and His ways throughout the created order He has entrusted man to steward (Gen. 1:26-28). Indeed, it is truly awe inspiring that He has tuned the created order to respond to man's care for it. The created order will not be free from sin's bondage until man begins to steward it properly (Rom. 8:19-21) (*DBGW*, p. 23).

Three venues that God uses to promote unity with Himself, and among people—

- Common goals
- Common responsibility
- Spending time together

The truths in Principle #1 lead us to the answer of a frequently asked question in theological circles, and that is, why did God permit sin? The answer is that without allowing us to exercise our free will and make choices, there would be no possibility of us maturing.

## PRINCIPLE #2

**Good stewardship requires strategic thinking.**

**God is a long-range planner** who thinks from the end to the beginning. His family business was perfectly planned before He created a single molecule of this earth (*DBGW*, p. 43). (Psalms 139:16; 1 Sam. 16:10; Eph. 1:4; 2 Tim. 1:9; Rev. 13:8)

Although we aren't promised that each of our plans always will be successful, we are told "to make plans, counting on God to direct us" (Prov. 16:9). As we make plans in faith, the God of the end and the beginning will direct our paths (Prov. 3:6).

## PRINCIPLE #3

**God is an incremental power-sharer.**

Power is guarded by problems.

### **Three Positive Effects of Problems**

- Problems draw forth courage, creativity, biblical dependency, knowledge, patience, tenacity, and teamwork.
- Problems cleanse us from selfish ambition. By the time you get what you want, you probably won't want it.
- Problems provide a platform for growth and maturity.

### **Two Examples of Gaining Power Too Fast**

- Adam and Eve wanted an experience that would bring them instantly to maturity, but “riches quickly gained cannot be kept” (Prov. 20:21).
- Remember the Prodigal Son (Luke 15). He got what he wanted before he had the wisdom and skill to manage it.

## PRINCIPLE #4

**God reveals Himself in the Word as a Creator and a Worker (Genesis 1; John 5:17-20).**

Four statements about work:

- Work is not part of the curse, but it preceded sin and the fall of man.
- Work is a holy calling.
- Work is an eternal calling. (Rev. 22:1-5)
- Work is the way I transfer my soul into the material creation.

## PRINCIPLE #5

### **God incarnates His plan in matter.**

*“Thy Kingdom come; Thy will be done on earth...”*

—Matt. 6:9-10

“In the beginning, God created...” Although spontaneity and creativity are attributes of our Father, He is sovereign, all-knowing, and deliberate in His plans and actions.

You didn't just get saved; you got drafted! You're in His family business to extend it, both within you and externally to the uttermost parts of the earth. The business runs on laws which you are expected to learn and apply in an ever increasingly masterly fashion. You, friend, are in God's MBA program, and the only issue is what kind of student/employee you are. Are you looking out for yourself and your retirement program in the sky, or are you looking out for the extension of Father's business affairs here on earth like Jesus did? (*DBGW*, p. 3)

Dualism is a primary obstacle to overcome in the acceptance of this principle. This false concept teaches that spirit is good, and matter is evil (Plato).

## PRINCIPLE #6

### **Obedient work will transcend death.**

“Now if any man builds upon the foundation with gold, silver, precious stones, wood, hay, straw, each man’s work will become evident, for the day will show it, because it is to be revealed with fire; and the fire itself will test the quality of each man’s work. If any man’s work which he has built upon it remains, he shall receive a reward”

—1 Cor 3:12-14 NAS



# DISCERNING WHOM AND WHAT YOU CAN TRUST



**“Three of the biggest obstacles I faced** upon entering the financial services field thirteen years ago were: 1) I am an African-American; 2) Most of the wealth base was possessed by Caucasian Americans who were in no hurry to do business with me; and 3) the overlying perspective that the black community did not have the willingness or the capital to secure my services, and those who did would only do business with Caucasian Americans anyway. However bleak this picture seemed, I decided to be optimistic. I began looking for ways to successfully bridge the gap with all ethnic groups, including my own, in order to secure their trust and loyalty as investors.

“For several years, I did struggle to make ends meet, but I chose not to give up. I pressed into God more through prayer, Bible reading, and practicing biblical principles that I believed to be true, such as hard work, honesty, and giving in faith. Gradually I became more and more successful and fulfilled, not just in my work, but also in life. Although the barriers to being successful in this business as an African-American are very real, my clientele increased and is, as opposed to the skeptics, ethnically diverse. Now I am 200% more productive and considered by industry standards to be in the top twenty percent of the producers in the country. God’s strategies and principles work. I am glad God granted me the grace to receive and practice His truths; otherwise, I would have listened to the skeptics and engaged in my work from a perspective built on lies.”



***Rickie Johnson, CLU, CHFC, is a certified financial planner with AXA Advisors, LLC in New Orleans, Louisiana. He and his wife, Rhonda, have four children.***

## **The ability to discern whom and what to trust distinguishes the successful from the unsuccessful.**

This ability is so linked with success that Solomon acknowledged his deficiency and prayed to have “a discerning heart” (1 Kings 3:9), the ability to discern between “right and wrong.” Solomon’s success after praying for this skill testifies for itself.

Like Solomon, God wants us to possess discernment and be successful as we build with Him. This involves learning how to protect, from our side of responsibility, what we are building.

## **Developing Discernment Involves Cooperation with the Holy Spirit.**

Two major natural enemies positioned to bring ruin to God’s plan are Satan and his minions and our own flesh (1 John 2:16; Galatians 5:16-26).

Three observations about our enemies:

- It is Satan’s nature to “kill and destroy” (John 10:10, John 8:44)
- If we are not diligent, our own fallenness is powerful (Luke 22:46)
- The natural condition of the garden is weeds (Gen. 3:17-19).

**Three enticements of our flesh that inhibit discernment**  
—1 John 2:16

**ENTICEMENT**

**EXAMPLES**

Our sinful cravings

Sexual sins  
Overreacting  
Misuse of alcohol, drugs,  
anger, or hatred

Lust of our eyes

Pornography  
Covetousness  
Having the best

Pride of Life

Striving for position  
Living outwardly  
To be seen of men  
Boastful  
Prideful  
Controlling spirit  
Having to be right

If we operate out of any of these three enticements when making choices, we set ourselves up for failure.

**There are several areas of entrapment in the discerning process:**

**Spiritual dangers**

- False “prophetic” counsel
- Making major decisions that circumvent your spouse or your spiritual accountability support partners
- Making major decisions that attempt to circumvent your supervisors

**Personal character flaws**

- Lack of integrity
- “Lone Ranger” independence
- Lack of patience and trust—wanting answers and results now
- Love of money or high position
- Self-will—not being fully yielded to Christ

**Other people or situations**

- People offering “can’t miss” opportunities
- People or situations that demand immediate decisions without opportunity for due diligence
- Circumstances that look good but compromise or violate biblical principles

# APPENDIX

## Eleven Master Building Principles:

**Master Principle #1:**

God is the Creator of private property.

**Master Principle #2:**

We grow by caring for people and things.

**Master Principle #3:**

All lasting wealth comes through the family unit and is built generationally.

**Master Principle #4:**

Work is a holy, everlasting calling.



**Master Principle #5:**

Service is the foundation of all lasting growth.

**Master Principle #6:**

God pays for what He orders.

**Master Principle #7:**

The possibility of a failure is essential for human growth.

**Master Principle #8:**

Ideas and actions have economic consequences.

**Master Principle #9:**

Men are not equal, and economic redistribution cannot change this fact.



**Master Principle #10:**

Functioning biblical government is essential for productivity.

**Master Principle #11:**

Discover the root structures and build out from them.

# Thirty-Nine Principles of Transformation

## DEFINITIONS:

- **“Transformation”** — the process of changing a person or organization into a higher degree of conformity to God’s will, His nature, and His structuring patterns.
- **“Business”** — the exchange of goods or services in a manner that glorifies God and achieves His purposes for all parties involved.

## I. Principles of Relational Transformation (Being)

1. Moving toward transformation is moving toward God.
2. Biblical change is obedience-oriented rather than fulfillment-oriented.
3. God builds relationally, and so must we.
4. To produce change you must be in transformation that you are advocating.
5. You must embrace evaluation and reject defensiveness.
6. You cannot change “the old man” or the “flesh”; there must be a new birth (John 3:3).
7. To truly clean up soul damage, you must be in the Spirit yourself (John 3:5; Heb. 4:12).
8. Repentance deals with guilt and penalty; transformation deals with motivation, goals, and discipline.
9. You must be willing to “stand in the pain of the question” and not move out until the real answer begins to open.
10. You must deal with the contradictions that exist between your intentions, your beliefs, and your actions (agreement—alignment).

11. You must be humble enough to look for models and coaches and use them (humility—authority).
12. You must look for disciples to teach what you are learning (service & level 3 “knowing”; James 1:22-26; 2 Cor. 3:18).
13. You must learn how to work out of rest (Heb. 4:10-11).

## **II. Principles of Conceptual Transformation (Thinking)**

14. You must continuously “run into scripture” as absolute truth and build your concepts, thinking processes, and emotion/behavior patterns upon it.
15. You must believe in the law of cause-and-effect (sanctions).
16. You must understand that change comes from the inside out and the bottom up, while leadership comes from the top down.
17. You must be committed to reorganize your mind’s “bookshelves” for new paradigm shifts.
18. Failure is an invitation to enlist the input of God and others.
19. You must be in reality as to where you now are, what must be done to change it, and have a picture as to what that change will look like.
20. You must embrace disillusionment as a gift (John 3:19-21).
21. Your inner conversation must be in agreement with your outer conversation, in order to act in faith.
22. You must look for blockages and find answers to them (seeing).
23. You must understand that talking about something doesn’t change it.
24. You must be prepared to give away what you want to receive (the Golden Rule).

### **III. Principles of Executional Transformation (Acting)**

25. Transformation is usually much more of a process than an event.
26. Practice makes permanent, but you must practice the right things.
27. You must promote proprietorship with those whom you are enlisting, so that they will think and act like owners.
28. You must clearly understand and practice the distinction between teaching and training (conceptual application).
29. You must mean the same things with your words as those hearing them do.
30. You must use words that carry the spirit of the change you are seeking to achieve (imprinting speech).
31. You must set goals, to achieve on the way, that are both measurable and motivational.
32. You must not build projects beyond the relational base of the organization.
33. There are three levels of “knowing”: conceptual, executional, and instructional.
34. Transforming an individual or an organization requires that the nature of the thing in question be clear in the following ways: a) the nature of the entity’s purpose, gifts, and motivation must be identified, b) the delivery system must be in constant training and upgrading, and c) the entity in question must have the character and discipline to deal with both obstacles and success.
35. Satan and his followers are extremely intelligent, but they do not have wisdom.
36. Spiritual warfare takes place on three levels:
  - a) relational, b) conceptual, and c) executional.

37. There are three primary causes of “spiritual pressure”:
  - a) human sin and therefore vulnerability, b) the laws of sowing and reaping, and c) genuine spiritual warfare.
38. When the enemy cannot stop us easily, he gets behind us and pushes us into a growth pattern that exceeds our ability to manage it (Deut. 7:22).
39. The more intense the warfare, the more it reveals where we really are; under severe pressure we always revert to what we really know.

**“Most of us can readily accept the thought of God ruling us as individuals.** We even build and structure our families on principles from God’s Word. However, it seems difficult for many of us to think or imagine that a whole nation or world could be structured and managed by these same principles.

These principles are practical and useful, and full of common sense. These values are not a religion or religious. *These principles are as absolute and indestructible as the law of gravity.* They cannot be broken without consequences, and they will, without a doubt, rule the world once we understand them and see how fair and just they really are.”

—John Schrock

*John Schrock was a major shareholder and CEO of Freeport Press, a multi-million dollar printing and publishing company in Ohio.*



*He was Managing General Partner of Holmes Progressive Development which included a restaurant, an inn, and a health club. John was also owner of the Amish Farm, a tourist attraction, as well as Schrock Heritage House, a manufacturer and designer of solid oak furniture. He served as president for the International Network of Christians in Business, where he taught business and political leaders principles based on the laws of the Kingdom of God.*

## **Trust in God**

- Trust in your money and down you go! Trust in God and flourish as a tree. (Prov. 11:28)
- Commit your work to the Lord, then it will succeed. (Prov. 16:3)
- God blesses those who obey Him; happy is the man who puts his trust in the Lord. (Prov. 16:20)
- Better a little with reverence for God than great treasure and trouble with it. (Prov. 15:16)
- Greed causes fighting; trusting God leads to prosperity. (Prov. 28:25)
- Go ahead and prepare for the conflict, but victory come from God. (Prov. 21:31)
- When a man is trying to please God, God makes even his worst enemies to be at peace with him. (Prov. 16:7)
- No one, regardless of how shrewd or well-advised he is, can stand against the Lord. (Prov. 21:30)
- God will help the king to judge the people fairly; there need be no mistakes. (Prov. 16:10)

- Do you want justice? Don't fawn on the judge, but ask the Lord for it! (Prov. 29:26)
- The road of the godly leads upward, leaving hell behind. (Prov. 15:24)
- Since the Lord is directing our steps, why try to understand everything that happens along the way? (Prov. 20:24)
- Blessed is the man who reveres God, but the man who doesn't care is headed for serious trouble. (Prov. 28:14)
- Despise God's Word and find yourself in trouble. Obey it and succeed. (Prov. 13:13)
- God doesn't listen to the prayers of those who flout the law. (Prov. 28:9)

This page excerpted from INCB's, *Principles of the Kingdom from Proverbs*, compiled and edited by Bernie Torrence.



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