



BEYOND SUCCESS

—
ROUNDTABLES



BEYOND
SUCCESS

Your Path
to Significance

EQUIP



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A Message from John C. Maxwell

Dear Friend,

What do you want out of life?

In my five decades of working with people and striving to add value to them, I've come to believe that deep down, everyone wants to be successful, live a life of purpose, and make a difference.

Does that describe you? If so, these roundtable lessons will help you. They have been designed to add value to you, help you become more successful, and start you on a road that goes even beyond success.

For the next seven weeks, you will have an opportunity to discuss subjects that are keys to success, such as priorities, attitude, and relationships. You'll also have a chance to learn about and discuss intentional living, which I have discovered to be the bridge to a life of significance.

Mahatma Gandhi advised us to be the change we want to see in the world. If I want my home, my workplace, my community, or my country to be better, then I need to become better. We do that by becoming intentional about improving ourselves. And one of the best benefits is that it puts us in a place to add value to others.

So, I want to welcome you into an exciting process. If you are willing to talk honestly in these meetings and are open to positive change, you will be amazed at what can happen in only seven weeks. And you also will be encouraged by the positive impact you can make on others.

Thank you for making an investment in yourself and others.
Your friend,


John C. Maxwell



Step 3 - Discussion (12 min)

Reflect and respond

Choose something you underlined that is important to you. Take one minute to tell everyone what you chose and why it is important to you.

Step 4 - Self-assessment (10 min)

Evaluation and action

Complete the self-evaluation section below.

Rate how well you demonstrate this quality in your life on a scale of 1-10.

1 2 3 4 5 6 7 8 9 10

Why did you give yourself this rating?

What benefits would you receive by improving your rating?

Who do you know that exemplifies this quality? What do you admire most about that person?

What specific action can you take immediately that will improve your rating?

Step 5 - Assessment and intentional action step conversation (10 min)

Take a minute to share your responses to the self-evaluation section, including the step you will take to improve in this area. Everyone is asked to participate.



Step 3 - Discussion (12 min)

Reflect and respond

Choose something you underlined that is important to you. Take one minute to tell everyone what you chose and why it is important to you.

Step 4 - Self-assessment (10 min)

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Step 5 - Assessment and intentional action step conversation (10 min)

Take a minute to share your responses to the self-evaluation section, including the step you will take to improve in this area. Everyone is asked to participate.



STEPS TO FOLLOW

1. Put others first. John C. Maxwell reminds us that the entire population of the world—with one minor exception—is composed of other people. If we maintain this perspective, it helps us to remember to put other people first. This week, focus on serving others and putting their needs ahead of your own.

2. Seek to understand others before being understood. Another lesson taught by John is the Exchange Principle, which says, "Instead of putting others in their place, we must put ourselves in their place." How do you do that? By listening and working harder at understanding the other person's point of view instead of trying to get them to understand yours. This week, make it your goal to speak less, listen more, and understand others.

3. Repair a broken relationship. If you have a broken relationship, you need to do all that you can to repair it. This usually requires that you take the first step. Do something to reach out to someone that you might have wronged, even if the relationship breakdown is not all your fault. When you make good relationships a priority, you sometimes have to go first in rebuilding them. Apologize for your contribution to the problem, and be open and forgiving, even if the other person does not respond in kind.

NOTES

Lined area for taking notes, consisting of 20 horizontal lines.

ROUNDTABLE 4 - RELATIONSHIPS



Step 3 - Discussion (12 min)

Reflect and respond

Choose something you underlined that is important to you. Take one minute to tell everyone what you chose and why it is important to you.

Step 4 - Self-assessment (10 min)

Evaluation and action

Complete the self-evaluation section below.

Rate how well you demonstrate this quality in your life on a scale of 1-10.

1 2 3 4 5 6 7 8 9 10

Why did you give yourself this rating?

What benefits would you receive by improving your rating?

Who do you know that exemplifies this quality? What do you admire most about that person?

What specific action can you take immediately that will improve your rating?

Step 5 - Assessment and intentional action step conversation (10 min)

Take a minute to share your responses to the self-evaluation section, including the step you will take to improve in this area. Everyone is asked to participate.



2. A ladder

When other people think of God, they picture a ladder. They see God as high up, and they hope to climb the ladder to get to him. How? By doing good works, doing the right things, and trying to be a good person. They hope that if they're good enough, they can work their way up and someday get to God.

This is another wrong picture. There is nothing you or I can do on our own to get to God. We can never be good enough, and we will never do enough to earn our way.

I know this because the Bible, which is God's message to us, says it isn't possible to work our way to God. Ephesians 2:8-9, says, "For it is by God's grace that you have been saved through faith. It is not the result of your own efforts, but God's gift, so that no one can boast about it." We cannot earn a relationship with God. We can only receive it as a gift, as a result of God's sending Jesus to die for us.

3. A garbage can

Some people think of God, and what comes to mind is all the negative things about themselves that they've done and would like to forget. It's like they're looking at a filthy garbage can. And they're ashamed. They say to themselves, "I'm not worthy to see God. I've done too much wrong. God doesn't want to see me. I'll avoid him."

This is another wrong picture of who God is. Do you know why? Because no matter what you've done wrong, God still loves you. He always has, and he always will.

I say this because of how Jesus spent his life. People criticized Jesus for spending time with thieves, prostitutes, and other sinners. The religious authorities said Jesus wasn't religious enough. But Jesus told them that he was a doctor—a spiritual doctor. And doctors spend time with sick people to heal them, not with well people.

God's heart for us is described by a parable Jesus told about the good shepherd. The shepherd left the ninety-nine obedient sheep who were with him to go find the one that was lost. That is the character of God. He reaches out to us. He wants to save us.

I love what the Bible says in 2 Corinthians 5:17: "Anyone who belongs to Christ is a new person. The past is forgotten, and everything is new." That gives me a lot of comfort. It means that God has the ability to look beyond my past and love me. He can also do that for you.

NOTES

Horizontal lines for taking notes.

Step 3 - Discussion (12 min)

Reflect and respond

Choose something you underlined that is important to you. Take one minute to tell everyone what you chose and why it is important to you.

Step 4 - Self-assessment (10 min)

Answer these questions (Optional)

Take one or two minutes to share your response to these questions:

1. Is faith something that has been important to you in the past? Explain.

2. Do you relate to any of the four pictures of God? If so, explain. If not, why not?

3. Do you intend to take any action in response to John's message? If so, what?



Step 3 – Discussion (12 min)

Reflect and respond

Choose something you underlined that is important to you. Take one minute to tell everyone what you chose and why it is important to you.

Step 4 – Self-assessment (10 min)

Answer this question

Most people have dreams of success but put off doing the things that will help them make progress. What have you been putting off doing that would help you to improve your life?

Step 5 – Assessment and intentional action step conversation (10 min)

Intentional action step

Everyone has a list of good intentions—things they think they should do to improve their own or others’ lives. This week, choose one of those things and actually do it. You can choose something big or small. The only requirement is that you complete it this week. When you come back next week, plan to tell the rest of the group about it.

Take a minute to share with the group what action you intend to take this week.

ROUNDTABLE 7 - FROM SUCCESS TO SIGNIFICANCE

Step 3 – Discussion (12 min)

Reflect and respond

Choose something you underlined that is important to you. Take one minute to tell everyone what you chose and why it is important to you.

Step 4 – Self-assessment (10 min)

Take one or two minutes to share your response to the following questions:

Which one of these actions do you find to be the most difficult for you?

- Placing a High Value on People Every Day
- Thinking Ahead about Ways to Add Value to People Every Day
- Looking for Ways to Add Value to People Every Day
- Doing Things to Add Value to People Every Day
- Encouraging Others to Add Value to People Every Day

Why?

What excites you most about the idea of leading a round table group?

What challenges you the most?

Step 5 - Intentional action step conversation (10 min)

What specific action can you take this week to intentionally add value to someone you normally do not help?

Will you consider starting a Transformation Table? If so, commit to the following things this week.

- Let your facilitator know today that you are interested in becoming a facilitator.
- Commit to attending the next Facilitator Transformation Table Session.
- Make a list of people – friends, colleagues, family members, etc. – who you might want to invite to your roundtable.

Take a minute to share with the group the action plan you intend to do this week.

Preparing to Facilitate Your Own Roundtable

“A life is not measured by years lived, but by its usefulness. If you are growing, loving, serving, helping, encouraging, and adding value to others, then you're living a life that counts!”

- John C. Maxwell

Step 1 - Sharing results (10 min)

Welcome participants to the Transformational Leadership Movement as a potential Beyond Success Facilitator.

Step 2 - Watching video, reading and underlining (15 min)

Watch the video of today's session and take note of what you find important.

INSIGHT

Directions: Take turns reading the paragraphs below. Underline the ideas that capture your attention.

Congratulations on completing your Transformation Table journey and on your willingness to help others in the future by becoming a facilitator. We want to help you better understand what it means to be a facilitator and help others in their journey through Beyond Success Transformation Tables.

The Transformational Process requires three fundamental tools: ***A transformational principle, a transformative process, and a transformed person.*** Let's briefly look at these three:

- A Transformational Principle- we call these values. We believe Transformation happens when people learn and live good values. A value is a principle that guides our decisions and actions. Transformation isn't imposed from the outside; it happens on the inside when people embrace good values that guide the way they live. As John Maxwell says, "When those values are good, they bring only benefits- never harm- to ourselves and others."
- The second tool is a Transformative Process. This process is what we call Transformation Tables. This is where people gather to learn the values and how to better live them. The birth of transformation starts in the heart of the individual and the growth of the movement happens around the table. The Transformation Table provides a safe place to sit, learn, and share good values. From there it spreads to others.
- The third tool of transformation is a Transformed Person. This is the facilitator. The facilitator is a person that has experienced the transformation values themselves, has experienced the transformative process, and is willing to guide others through transformation. A facilitator is the transformed person that will help guide others through the transformation experience. John Maxwell says, "People do what people see." The facilitator helps people to see what they need to do by being a model of transformation.

These three components, working in harmony, are the foundations of the Maxwell Approach to Transformation and are the proven method of transformation that we are experiencing through our Transformation Tables that are taking place in nations around the world, with people from all walks of life, in thousands of different cultures. This is a movement of transformed lives helping to transform the lives of others. A movement of Transformational Leaders.

THE FACILITATOR

Let's talk about the **facilitator**. The facilitator has 3 primary roles:

1. Set the Example
2. Guide the Experience
3. Encourage Action

The facilitator will lead the transformation table participants in focusing on a transformational value. They become the trusted guide who stewards the environment for transformation to take place. Unlike a teacher or mastermind leader, the Transformation Table facilitator is the lead student in the growth journey. They go through the transformation table steps first and nurture the environment for all other participants to do the same.

THE PROCESS

The transformation table process includes:

- Focusing on one value per session
- Gaining insight on that value through reading together
- Reflection on what has been read
- Self-assessment on the value and how it is being lived out
- Intentional action for better living that value out in their lives

This process guides the participant through a proven transformation process. The facilitator guides this experience in each transformation table. Additionally, they set the example by going first in each part of the process, showing others how to participate in and experience the process. The facilitator will encourage action by sharing a specific and intentional way they will live out that value the coming week. This inspires and sets the tone for action in others.

Beyond Success Transformation tables have two unique differences from other transformation tables in the Maxwell Transformation Movement.

First, each session has a video of John Maxwell teaching on the value being discussed in that session. John provides foundational and inspiring insight into what will be discussed in that transformation table session. This video is viewed just prior to participants reading on the value.

Second, there is a unique session called "My Most Important Relationship" in which John shares a teaching titled "The 4 Pictures of God", along with talking about his own faith journey and sharing with the participants how they can start a journey of faith with God. That session includes a transformation table discussion on the role of faith in the life and success of the individual. This session affords participants the opportunity to begin their own faith journey as well as hear about the journey of others.

What a Facilitator is and isn't: The facilitator plays a very important role in the Transformative Table process. Since we all come from different backgrounds and experiences of leading and working with groups, let's talk about what a facilitator is and isn't.

1. What the Facilitator is NOT:

- i. A coach, a teacher, a counselor, a commentator, a mastermind leader.
- ii. Not there to fix others or give correction
- iii. Not there to impress others
- iv. Not there to teach or lecture

2. What the Facilitator IS:

- i. A participant, a model of authenticity, and an honest contributor
- ii. One that challenges self, not others
- iii. Someone not afraid to expose own weaknesses
- iv. One who shares from his own life
- v. A person that loves people and respects their opinions
- vi. A guide that keeps the group on track
- vii. A person that encourages participants to take action leading to personal growth.

Transformation is not something we explain, it is something that we experience. And the transformation table is designed for **transformation not training**. By **Setting the Example, Guiding the Experience, and Encouraging Action**, the facilitator aids in the transformative process as people learn and live transformational values.

Five steps to facilitating a roundtable:

The estimated time for each roundtable step is based on an eight-person roundtable.

1. Sharing results (10 min). Each person takes one minute to share the result of the action step from last week, starting with the facilitator and going around the circle.

2. Watching video, reading and underlining (15 min). Everyone watches John Maxwell's video. Then, they take turns reading aloud the paragraphs and underline the ideas that are most important to them.

3. Discussion (12 min). Each person takes one minute to share one thing they underlined and why it is important to them. This starts with the facilitator and goes around the circle.

4. Self-assessment (10 min). Everyone takes two to three minutes to write answers in the Evaluation and Action section.

5. Assessment and intentional action step conversation (10 min). Each person shares what they wrote starting with the facilitator and going around the circle.

**EXTRA SESSION -
PREPARING TO FACILITATE YOUR OWN ROUNDTABLE**

Step 3 - Discussion

Reflect & Respond

Choose one thing you underlined that stands out as important to you. Take one minute to briefly share what you chose and why it is important to you.

Step 4 - Self Assessment

Answer these questions

How equipped do you feel to be a facilitator and facilitate a Beyond Success Transformation Table?

How likely are you to start a Beyond Success Transformation Table in the next 30 days?

Step 5- Intentional Action Step

Set specific goals for starting your Transformation Table

What date will you start your Beyond Success Table? _____

Who are the 6-8 people you will invite to your first table?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Take one minute to share with the group the action plan you intend to take.

Q&A TIME- This is a time for future facilitators to ask any questions they may have.

My Questions:

Video- Commissioning Prayer from John Maxwell

EXTRA SESSION - PREPARING TO FACILITATE YOUR OWN ROUNDTABLE

Sample facilitator guide script

Here is a script that you can use to help you get a sense of how to facilitate your roundtable.

“Hello everyone! Today we will be doing a roundtable on Attitude.”

Step 1:

Note: In every roundtable after the first session, you will share what your action step was in the previous lesson and how you did at living it out. Then you will ask all of the people around the circle to share. Because this is the first roundtable you can skip this step. Instead, you can ask participants to introduce themselves to the group by telling their name and what they do.

Step 2:

“We’re going to begin by reading about the topic. I will start by reading the first paragraph. Then the person on my right will read the next one. And we will keep going around the circle with each person. As we read, underline the things that are important to you. When we are done reading, we will each take a minute to share one thing we underlined that’s most important to us along with a brief explanation of why we found it impactful.”

The group should read all of the material except the Evaluation and Action section.

Step 3:

“Please share why what you underlined is important to you and try to keep your comments to one minute. I will go first . . .”

Make sure that you use the pronouns I and me to set the example of how to share. Remember, transformation begins with me. Be sure to thank each person after he or she shares.

Step 4:

“Thank you for sharing. Now let’s take about two or three minutes to complete the Evaluation and Action section. It asks you first to rate your current application of this quality to your life on a scale of one to ten. One is low, which means you believe you’re terrible at it. Ten means you think you’re perfect. Please stay away from choosing five or six. And make sure your evaluation is for today, not you at your best. Write down your answers. I’m going to do mine right now too.”

Encourage everyone to write out the evaluation by doing yours immediately. Write out your answers. When you’re finished, watch to see that everyone else has completed the evaluation.

EXTRA SESSION - PREPARING TO FACILITATE YOUR OWN ROUNDTABLE

Step 5:

“Let’s take a minute to share what we wrote in our Evaluation and Action section. I will go first. I gave myself a _____ today on the quality of Attitude.

I gave myself this rating because _____.

By raising my rating, my benefit will be _____.

I feel _____ demonstrates this quality well.

This is why _____.

My specific action this week is _____.”

Remember: For an action to be specific, you must answer the following questions:

- **What will you do?**
- **With whom will you do it?**
- **How will you do it?**
- **Where will you do it?**
- **When will you do it?**

Make sure your specific action is one small, measurable, achievable action step. Make sure it is specific. When you have finished, look to your right and ask that person to share. Remember to say thank you after each person has participated.

“Thank you for participating, and I look forward to seeing you next week.”

Facilitation tips

- As facilitator, you must go first and model what others are to do.
- Everyone is given an opportunity and is encouraged to participate. Go around the circle and ask every person to take a turn reading, sharing, or answering.
- If someone wants to pass, show respect, and do not force him or her to participate.
- Be transparent and authentic. Be willing to admit your shortcomings to create a safe environment where everyone can speak with authenticity. A facilitator can share with discretion while still being honest.
- Everyone should use the pronouns I and me when sharing. Words like we, you, they, and people should be avoided when sharing.
- When I apply truth to myself, it brings transformation. If I try to apply truth to others, they feel judged and resist the process. No one operates well under judgment. Accept and respect their answers and assessments. Transformation begins with me.
- Thank each participant after he or she shares.
- Be sure action steps are personal and specific. Do not let yourself or others be general. Help everyone to drill down to a small action step that is measurable. If needed, encourage people to use who, what, where, and when to help them be specific.
- Make a brief note of each participant’s action step to assist with the follow-up the next week.

Common Challenges: Small group interaction has a lot of positive benefits, but sometimes there are challenging aspects to interacting in a small group setting. Every person in your group is coming into it with their own experiences and perspectives. This creates some natural relational dynamics that require intentionality to lead well. Accordingly, here are some potential challenges and suggestions:

1. The Long-Winded Person – This person may be a verbal processor. Do not single him or her out. Look for an opportunity to move the discussion along at any pause. Remind the group we want to have time to hear from everyone.
2. The Non-Participatory Person – If someone is consistently not participating, touch base with the person privately and ask why. Remind them the group is stronger when everyone participates, and more perspectives are able to be heard.
3. The Solver – This person has good intentions but wants to solve everything. Remind the group that our goal is to support and acknowledge people, not to solve every issue for people. It is a growth process, and each person is on their own journey.
4. The Distractor – This person is often fun-loving but can easily derail the group conversation. Be gracious but firm and work to keep the group on track and redirect the conversation as needed.
5. Strong Emotion – Some topics cause people to get emotional and that is okay. Do not be afraid to hold the person's gaze. Nod affirmation to the person and acknowledge that it is a tough situation. Privately, you may want to let them know you care and point them towards resources available on campus.



About John C. Maxwell



John C. Maxwell is a #1 *New York Times* bestselling author, coach, and speaker who has written more than 100 books, which have sold more than 26 million copies and have been translated into fifty languages. Each year he speaks to *Fortune 500* companies, presidents of nations, and many of the world's top business leaders.

In 2014, John was named the most influential leadership expert in the world by *Business Insider* and *Inc.* magazines, as well as being identified by the American Management Association as the leader who has most influenced business.

John also received the Mother Teresa Prize for Global Peace and Leadership from the Luminary Leadership Network that same year.

John's story has been described as that of a small-town American pastor who became one of the most influential business, personal growth, and leadership teachers in the world.

After graduating with a bachelor's degree in theology and marrying his high school sweetheart Margaret in June of 1969, John embarked on a career as a minister. John led three churches over twenty-six years, including Skyline, one of the most influential churches in America when he left it in 1995.

John founded The John Maxwell Company, which provides corporate training and resources to leaders, and The John Maxwell Team, which trains and certifies coaches and speakers. He also founded two non-profit organizations: The John Maxwell Leadership Foundation, and EQUIP. These organizations have trained more than 6 million leaders in every one of the world's nations.

In addition to his Bachelor's Degree, John earned his Master of Divinity and Doctor of Ministry degrees. He has also been awarded eight honorary doctorates.

John identifies his mission in life as adding value to leaders who multiply value to others. A gifted communicator with a fantastic sense of humor, John enjoys connecting with people both in large audiences and one-on-one. His signature style is to communicate timeless principles with clarity, simplicity, and fun.

John and Margaret have two married children and five grandchildren. They live in the United States and spend as much time as they can with their family.



BEYOND SUCCESS

**A TRANSFORMATIONAL
LEADERSHIP MOVEMENT**

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