

McCLAIN MINISTRIES

Since 2000 A Monthly Christian Newsletter Publication

October 2006



FALL ACCENT A TOUCH of AUTUMN

Melva's Corner

ARE YOU IN A WAITING PLACE

Bible Text: Psalm 27:14

Central Truth: When we wait on God, we put our hope and trust in Him, confident that He loves us and will keep us safe. And in that confidence, we find rest.

I'm sure you've read the eminent theologian, Theodore Geisel. He was a prolific writer for about half a century. Millions have read his books, and he's still read frequently. Name doesn't ring a bell? Oh, you probably know his pen name. Seuss, Doctor Seuss.

In one of his books, "Oh, the Places You'll Go", the Doctor writes about the Waiting Place. Read his words, and see if the place he describes doesn't sound familiar to you.

"Waiting for a train to go, or a bus to come, or a plane to go or the mail to arrive, or the rain to stop, or the phone to ring, or the snow to snow or waiting around for a Yes or a No, or waiting for hair to grow.

Everyone is just waiting. Waiting for the fish to bite, or waiting for wind to fly a kite, or waiting around for Friday night or waiting

Life Events

Happy Birthday!



Bountiful Birthday Blessings to...

**Arbra Ackee
Lillie Daniels
Martha P. Henessy
Tammy Parker
Alicia Williams**

Anniversary Blessings to...



**Frankie & Marc Regis
Deborah & Albert Watson**

New Arrival

**Nothing Sweeter...Keith and Jackie
Simpson's Son**



**Nathan Jerod Simpson
Born September 5, 2006
5lbs. 11oz**

perhaps, for their Uncle Henry, or a pot to boil, or a Better Break or a string of pearls, or a pair of pants, or a wig with braids, or Another Chance. Everyone is just waiting.”

The Waiting Place - Yeah, you know it, don't you? The Doctor's been reading your diary, hasn't he? Some of us have season tickets for the Waiting Place. Earn points for Frequent Waiters. Maybe waiting characterizes your life. You wait for clarity of purpose. You wait for a better job. You wait for Someone Special, or Something More Exciting, or Somewhere Nicer. You wait for someone to give you a fair chance, or for someone to notice you. Maybe you wait for a cure, or a glimmer of hope, or forgiveness. Maybe you sit behind steel bars, day after day, waiting until the system says you've done your time.

Maybe you aren't a regular in the Waiting Place, but I bet you know it. You've been there, haven't you? If a doctor's ever told you, “We'll know in 72 hours,” then you've been in the Waiting Place. You've been there if your company's ever been bought out and you've wondered if you'll be getting a paycheck a month from now. If you've ever struggled in a class, you know it. You've visited the Waiting Place if your body's ever broken down, if someone you trust has failed you, or if God has been silent.

If you've ever faced an outcome you couldn't foresee and couldn't control, you've been in the Waiting Place. It's not a pleasant place to be. You're forced to sit still, impotent, while circumstances swirl around you. Life, though it may go on, doesn't move forward. Too much is in doubt, too many questions unanswered, too many ends left loose.

If you're in the Waiting Place, the good news is that you aren't alone. Moses waited in the desert of Midian while forty years of

his life slipped away before God called him to the work that we still remember him for. Job waited in dust and ashes for an end to or an explanation of his suffering. David waited for decades with only a promise that he'd be king while Saul chased him all over the desert. Peter waited by a seashore after his denial of Jesus.

Faith makes no promises that we'll be spared the Waiting Place. If anything, the Bible shows us that faith often brings us to the Waiting Place. People of faith are often left waiting while God's plan unfolds, or while He deals with sin in our lives, or while God prepares us for the road ahead, or while He clears the way for us. No, faith doesn't protect us from the Waiting Place. What faith does is to make us reconsider what -- or who -- we're waiting for -- And where we wait.

David wrote the song we know as Psalm 27 while threatened by his enemies. “The LORD is my light and my salvation -- so why should I be afraid?” he asks. The LORD protects me from danger -- so why should I tremble?” With that declaration of his confidence in God, David asks only one thing: “to live in the house of the LORD all the days of my life”. For David, God's house is a place of delight, safety, joy, and peace. “My heart has heard you say, ‘Come and talk with me,’ and my heart responds, ‘LORD, I am coming.’” David pictures himself holding his head high, safely out of the reach of the enemies that surround him.

David's Waiting Place was God's house. When it looked like everything in his life was up in the air, he found refuge waiting in the shadow of the altar, protected in God's sanctuary. Waiting wasn't scary simply because of where he was waiting and Who he was waiting for. “I am confident that I will see the LORD's goodness,” he said. “Be brave and courageous, and wait patiently for the LORD.”

And that's how faith deals with the Waiting Place. When we wait, we aren't waiting for Fate, or Luck, or Opportunity. We aren't waiting until we're strong or good or until we earn our way back. When we wait, we're waiting for God. We're waiting for His plan to unfold. We're waiting until He finishes what He's doing in us and deems it time for us to go on to the next thing. We're waiting for HIM. We don't have to be afraid; He loves us. We don't have to be anxious; He's in control. We wait upon Him, in His house, worshipping and drawing near to Him.

By the way, the word translated "wait" in this psalm means more than just sitting in one place marking time. It contains elements of hope and rest. When we wait on God, we put our hope and trust in Him, confident that He loves us and will keep us safe. And in that confidence, we find rest.

Isn't it just like God to turn the Waiting Place into a Place of Hope and Rest? Isn't it just like God, who became human and experienced the Waiting Place Himself, to redeem even its dreary darkness? Isn't it just like the God whose Son suffered at the Waiting Place of the cross and the tomb to turn even death into life? Next time you're in the Waiting Place, remember the cross. Remember an innocent body bleeding to give you forgiveness, hope, and a future. Get up out of your seat in the Waiting Place and move quietly and reverently into His sanctuary. Worship Him, delight in Him, and pour out your troubles and anxieties. Be brave and courageous, and wait patiently for the LORD.

What -- Who -- Where, are you waiting?

Memory Text

"Wait patiently for the LORD. Be brave and courageous. Yes, wait patiently for the LORD." (Psalm 27:14) 📖

THE SPIRIT OF LIBERTY

Bible Text: II Corinthians 3:17

Central Truth: We are therefore not only participants in the promising nature of God, but recipients of it!

Now the Lord is that Spirit: and where the Spirit of the Lord is, there is liberty. (II Corinthians 3:17)

In Robert Louis Stevenson's riveting Dr. Jekyll and Mr. Hyde, a caring doctor drinks a poison and becomes monstrous. Tragically, in real life we've seen our children drink at the wrong fountains and turn back to us with their eyes forever changed.

But where the Spirit of the Lord is we don't need to worry about the kind of transformation that will take place — it'll be from death to life and then from glory to glory.

We've seen that in many lives, too, haven't we? Dead men walking with soulless eyes — changed! Happy pagans with no regard for God or man — changed! Spoiled and bratty children, self-centered wimps — changed! Middle-aged men with hard, embittered spirits, as twisted in mind as in their aging bodies — changed! The self-centered and cozy, who deliberately choose to pass by neighbors or a whole world in sin and misery — changed! The smug and self-righteous, clucking their tongues and prattling on about what the world's coming to — changed! The fiercely upright, scorching the earth but avoiding costly involvement — changed! And on rare occasions, whole cities, even countries are raised out of the muck and mire and are changed.

Let others say the changes are simply the result of psychology; human kindness, and

Higher Mountain...Higher Praises

conditioning; fine literature, church services, new laws, or government leaders. Believers and rightly so, will insist that all of these are tools in the hands of the transforming Spirit, bringing life to the dead, passion to the indifferent, and generosity to the selfish. It is He who is at work convicting and sanctifying.


For the Christian, nothing less than the presence of the Spirit is enough to explain the marvelous changes worked in human lives. Call it grace; call it providence; call it the result of Bible study, practical involvement, or social ethics — call it what we will, just so we understand that behind all the instruments is the presence and work of the Spirit who seeks and finds and transforms.

This is the day, so say the Scriptures — that this transforming work will embrace the whole creation, which presently groans in bondage. The curse will be obliterated; the creation will experience a glorious change along with the children of God. The Spirit of God is a sort of “firstfruits” of all that.

Where He is present there is a change — from glory to glory! So let’s take our places as God’s children; we’re intended for transformation. Our destination, our goal, is assured because the Agent of Change is at work making us more like Him!

God is in the transformation business. Through the Spirit, He doesn’t just recover and reclaim us; He restores, revives, and renews. His focus is always on where we’re headed, not where we’ve been.

Scriptural References:

Now the Lord is that Spirit: and where the Spirit of the Lord is, there is liberty. (II Corinthians 3:17) 

ORIGINAL PRAYER REQUEST (09/12/06): Co-worker, SHANTE' HILL, has been rushed to University Medical Center here in Jackson MS. Shante' went to the bathroom and was there a long period of time when another co-worker went in and found her on the floor unconscious. The ambulance just drove off with her. Let's get on this Saints, Satan has NO GROUND. I made sure I put my OILED hands on her.

PRAISE REPORT: Shante' Hill, 26 is home resting today (09/13/06) Dr.'s say she can return to work tomorrow. Shante' is a Breast Cancer Survivor. She just told me over the phone that she usually takes her Chemo treatments on Friday that way she has time to rest over the weekend, but she decided to take it Monday instead, and she had a seizure. So let's continue to keep Shante' in our prayers and also continue to SAY her name.

ORIGINAL PRAYER REQUEST: Please keep Brenda McCammon in your prayers today as she undergoes surgery for BLOOD CLOTS. The surgery will be performed at River Oaks Hospital. (09/11/2006)

PRAISE REPORT: Brenda McCammon had an X-ray this morning and the BLOOD CLOT is GONE! (09/13/2006).

Brenda called while I was answering the switchboard and had me in tears. Brenda said she knew it was everybody's prayers that saved her. Brenda has been in an abusive relationship that she has recently gotten out of . . . during the marriage Brenda was not allowed to have friends or any other lifestyle other than work. Tears were shed on the phone because she talked to a long lost friend of 22 years that she hadn't talked to since she's been married. Brenda says everything is working out for the best and she

now knows that God did it all to get the GLORY. Praise God Saints, McClain Ministry has been taught what to do in times like these. We are on it!

NOTHING SHORT OF A MIRACLE

Melva McClain

As you know Dewey Dickerson's brother Louis underwent surgery yesterday (8/29/06) in Kansas City. I just spoke with Dewey and the surgery went great. I also spoke with Louis' wife who advised me when the family arrived at the hospital this morning Louis was sitting up. The speedy recovery is no less than miraculous.

The doctors were less than optimistic prior to Louis' surgery, but praise God the Great Physician is still in the miracle working business.

Dewey wants me to thank all of you for your prayers. Let's not forget to pray for Dewey & Gloria's safe trip home to Little Rock. They indicated they will call me when they get home to fully fill me in on the extent of the miracle.

"AND THE PRAISE CONTINUES"

Melva McClain

BLOOD COVENANT PRAISE REPORT - Hi Saints, for the 2nd year our website domain name has been renewed at no charge. God continues to do His part as long as we do ours "Only Believe."

"AND THE PRAISE GOES ON"

Melva McClain

Greetings Saints, I am pleased to report that Entrepreneur Dominic Booker was able to restore all of my files last night after my other computer crashed ten days ago. Although he is still working on the hard drive on that computer; he was able to extract the files from the drive with no damage and put them on an external drive that I can use with this computer.

A lifetime of work was on that computer and although much of it could have been retrieved from other sources like my older computer that I brought with me from Chicago; from the website and copies from the Library of Congress where we send copies to be copyrighted. Eventually, all files could have been restored; but it would of been a major task to say the lest.

I want to give God all of the praise for restoring a lifetime of His work. It's so good to be at peace in any situation . . . knowing that He is always in control.

These kinds of attacks from the enemy only serve to let me know that we are doing serious damage to his kingdom. Isn't that wonderful?

For those of you who don't have an External Hard Drive with backup software, Dominic recommends the brand Western Digital, "My Book." You can get the size you need; I purchased 320 GB Premium Edition with Dual Interface. Circuit City has it on sale. Best Buys also carries this product line. And of course you can always purchase it online. To God be the glory and have a great day!

AND MORE PRAISE!

Loretta House

Sent: Saturday, September 16, 2006 It is official! My son Theodis, who is in the Peace Cor, passed the intermediate high in French today. As you know he had to pass intermediate French prior being assigned his new village. He is very grateful and asked me to thank everyone for their prayers and energy. PRAISE GOD.

"THE FAVOR IS PASSED DOWN FROM GENERATION TO GENERATION"

Denise Jones

My daughter, Anitra has been employed with Blue Cross & Blue Shield for one year.

Anitra was hired right out of college. Since joining the company, she has received 3 promotions.

Yesterday Anitra was told that there would be a meeting held to discuss how they could implement **NEW PROCESSORS** and that she would be in charge of the meeting. This meeting was called by the CEO of the company. Anitra's boss told her she has **NEVER** seen this happen before with the CEO wanting someone in their department to handle this particular meeting.

Also, I talked with Anitra this morning and she asked if I would send an email out to all of the saints to pray for her today. Anitra will be applying for a **SUPERVISOR'S** position at **BLUE CROSS & BLUE SHIELD**. **IT AIN'T FAIR . . . IT'S FAVOR!**

BLESSED BEYOND MEASURE

Denise Jones

"Favor aint fair, but it sure does feel good".



I had the privilege to make a soccer basket for the Alabama Soccer Team.

A young lady who works with me used to work at Alabama State. She asked if I could make the basket for the **COACH AND THE SOCCER TEAM**.

She went to visit the soccer team and hand delivered the basket. The team was so excited they had her call me from Alabama to ask my shirt size. Saints I received an Alabama Soccer polo shirt in the mail the other day. **GOD IS!**

IN HIS PRESENCE

6:00 P.M. HOUR OF PRAYER



SPEND TIME PRAYING FOR OTHERS

Use this wonderful supernatural tool the Lord has blessed us with **the 6 o'clock hour of power**. This is the time to intercede for the needs of others, the concerns of the ministry, and to pray for the leadership within our community, our nation, and our world.

Bring all of your cares and burdens to the altar and encourage others to do the same. Lives are being changed. Breakthroughs are happening.

Home Bible Workshop Schedule



Mark your calendars for the **October 2006** date. Please join us and take the next step in your walk with God.

October 21st

The Message...

"God's Power Principles"

✉ 1050 Ridgeside Drive
Brandon, MS 39042

☎ Phone: 601-824-7498

WEBSITE OFFERINGS

www.mcclainministries.org

There was one website offering in September so here it is in its entirety.

STOP IDENTITY THEFT! (God's Way)

In recent years, there has been considerable concern over identity theft. Television news and special information programs have voiced concern. Credit card companies have placed fliers on identity theft in their monthly statements. Special protection plans and special services can be purchased to protect and supposedly monitor our credit identities to protect them from theft. Paper shredders are now much more in vogue as we become more and more aware of how important it is to destroy anything with our Social Security number and our other identity sensitive documentation.

In such a time, I believe it is also helpful for us as Believers to think about our identity and how desperately Satan is trying to help us lose it! He is the original master at identity theft. His desire is to make us doubt who we are and whose we are. He wants us to doubt our future and our citizenship. He wants us to question our ultimate victory because of our occasional failures. Most of all, he wants us to doubt the love of our Heavenly Father.

We see the evil one's ultimate desires when we see the demon-possessed man in **Mark 5**. One of the most striking realities of this whole story is the man's identity; we never know his name! Even though Jesus asks the man to give his name, he cannot. "Then Jesus asked, 'What is your name?' And the spirit replied, 'Legion, because there are many of us here inside this man.'" (**vs. 9**) Satan had effectively stripped the identity

from the man as he isolated him to the place of death (the grave yard — **vs. 2-3**), caused him to inflict on himself bodily harm (cut himself and battered himself with stones — **vs. 5**), and made the man uncontrollable (couldn't be bound with chains or shackles — **vs. 3-4**).

While we rarely see someone so completely controlled by the power of the evil one and his minions, Satan's intentions are still the same — identity loss, isolation, death, self-abuse, and loss of self-control. However, Jesus came to bring us deliverance every bit as real and powerful as the man in Mark 5 received from Jesus. Paul declares this deliverance God has brought for us when he writes the Christians in Colossae: "For he has rescued us from the one who rules in the kingdom of darkness, and he has brought us into the Kingdom of his dear Son." (**Colossians 1:13**) We shouldn't be surprised that Paul has already reminded these Christians that they are "God's holy people" and that they share in His inheritance (**Colossians 1:2, 12**). Deliverance from Satan's power means a new identity (cf. **II Corinthians 5:17**).

Satan's desire to make us doubt our identity and doubt the care of our God isn't anything new. His attack on the first man and woman was focused specifically at the relationship Adam and Eve had with God (**Genesis 3:1-5**). As Jesus faced Satan in 40 days of temptation in the desert, the first words out of Satan's mouth were, "If you are the Son of God." Fortunately God had just prepared His Son for such an attack by declaring, "This is my Son, whom I love; in him I am well pleased." So we shouldn't be surprised that as Paul writes to new Christians in Thessalonica, he affirms their identity and their work in the Lord (**I Thessalonians 1:1-4**). When he later writes those who are struggling with their new identity and their old sinful way of life in Corinth, he does a very similar thing, reminding them of their precious and holy new identity in God

(I **Corinthians 1:2-9**). To those who live in the seat of the Roman Empire's authority, Paul reminded them of their relationship with God as Abba Father. As God's children, they were heirs of God — just like Jesus Christ, in whom they had a victory that Satan, death, nor anything else could steal from them. (**Romans 8**)

As I stated yesterday in the weekly inspirational message, we need to help each other remember our new identity and to encourage each other to live passionately as members of God's Kingdom of light (**Hebrews 3:12-14**). In this world, we may feel like strangers and exiles, but we are actually God's holy and special people called to live a life based on love and our new identity (I **Peter 1:1-2, 13-16; I Peter 2:9-12**). So in our current environment, when we will hear so much about identity theft, let's use that warning to be our own spiritual warning. We must not let Satan steal from us our passion for living out our new identity in Christ as God's holy, precious and victorious citizens.

Remember, our citizenship is a lock; jealously guarded by the Holy Spirit. Welcome to your new identity! Welcome Home! 📖

4th QUARTER TELECONFERENCE



Saturday, October 28th
8:00 A.M. CST

8:00 A.M. CST
Toll Free Dial-In Number
1-888-422-7124
Participant Code: 730940

Quarterly teleconferences are one of many of the ministries communication tools. These conferences allow us to share the uncompromised Word of God, as well as fellowship with our members in a spirit of unity that has literally changed the lives of those who participate.

VISIT US ONLINE



WEEKLY INSPIRATIONAL MESSAGE

The weekly inspirational message is updated every **Monday** morning in an effort to start your week with a medicinal dose of "What Thus Saith The Lord."

The feature allows us to share relevant spiritual information on a 'real-time' basis.

<http://mcclainministries.org/inspirational>

THE LEARNING TREE

The Learning Tree feature expands our Weekly Inspirational Message into a more in-depth study of biblical history and culture. It is especially designed for those individuals who want a serious study of the Bible as it relates to historical facts, customs and traditions.

<http://mcclainministries.org/learningtree>



OCTOBER IS BREAST CANCER AWARENESS MONTH



HOPE
LOVE
FAITH
STRENGTH
COURAGE

Promote awareness among family and friends. Be aware and show you care.

McCLAIN MINISTRIES MAKING A DIFFERENCE

McClain Ministries is 'virtual' in nature and probably unlike any other ministry you know. It is my sincere desire that it provides the opportunity for its members to display their unique talents and abilities. Although currently we have five volunteer groups referred to as 'teams', my hope is that they will become expert in their assignments and fully functional ministry departments. Departments willing to assume and carry out the responsibilities assigned them. Want to know more about this unique ministry:

✉ 1050 Ridgeside Drive
Brandon, MS 39042

☎ Phone: 601-824-7498

Cell phone: 601-955-6722

✉ Email: melvamclain@bellsouth.com

Every day we receive praise reports from people being saved and delivered out of darkness and into the light. People are walking in victory through faith in God's Word. Everything we do is about ministering to you. We have you in mind when we publish the newsletter, study material, tapes, and even as we sow seed into other ministries. We appreciate you. But more than that, we believe God for your success.

God is saying to the entire Church, "Come and receive what I have for you; I am calling you to a special work and I want to equip you for the task." It has been thrilling to see the gifts exercised effectively and beautifully ministered in the Body of Christ. To see it bring glory and honor to God. It's exciting to watch Spirit-filled Methodists, Catholics, Pentecostals, Baptists, Episcopalians, Charismatics, and Fundamentalists walking in the gifts of the Spirit. Then, through their gifts, see the afflicted healed and set free through the power of the Gospel.



ENTREPRENEURS

McClain Ministries E-List Featuring

Keith Simpson
Mary Jordan Smith



New Wave Marketing
Keith Simpson
Insurance Broker
P O Box 11085
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World Travel
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MyEcon
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Home- 601-362-5564
findmjs.myecon.net
navigator@maxxconnect.net



McCLAIN MINISTRIES



Deuteronomy 16:17: Every man shall give as he is able according to the blessing of the Lord thy God which he hath given thee.

This Ministry has been such a blessing to me I want to share in reaching others with a **monthly gift** of:

\$30 \$40 \$50 \$100 Other \$ _____

Enclosed is my ministry **additional financial donation** of: \$ _____

Total Enclosed: \$ _____

Name _____

Address _____

Home Number _____

Work Number _____

Fax Number _____

Email _____

Please send to:

McClain Ministries
1050 Ridgeside Drive
Brandon, Ms 39042

McCLAIN MINISTRIES



Partnership Commitment

God has blessed this ministry to reach thousands of people around the world. We've been providing positive resources for daily Christian living for over 6 years. And we want not only to continue this mission but to expand it.

We need your help to make it happen! Twice a year, we take time to very directly ask for your help in this ministry. Now is the perfect time to give a tax-deductible donation that will help keep this ministry working for God's Glory in 2006. Will you join us in this mission?

We are specifically and prayerfully asking for 100 new pledges of \$30 per month. Will you be one of the 100? Of course, there are those, of you, who are able to donate much more than \$30 a month on a consistent basis. And consistency is what we need.

We are still seeking to start mass production of our resource material. This initiative will require an initial investment of \$5080.00. That investment together with the remaining yearly budget of \$8924.78 brings our total outreach need to \$14,091.78 for the rest of 2006. That's really not a lot when you consider the number of captives that are being set free through the work of this ministry. Have you been blessed by our efforts. If so, why not take a few minutes and commit to a first time pledge or increase your existing pledge. **Please do not assume that someone else will give if you do not. Listen to your heart and allow the Holy Spirit to guide your decision.**

While you may not always be able to donate or to volunteer your skills-your greatest contribution to McClain Ministries is through the power of prayer. Prayer helps remove barriers, increase vision, and offer protection.

Thank you for your prayerful support!



McCLAIN MINISTRIES

Video Conferencing

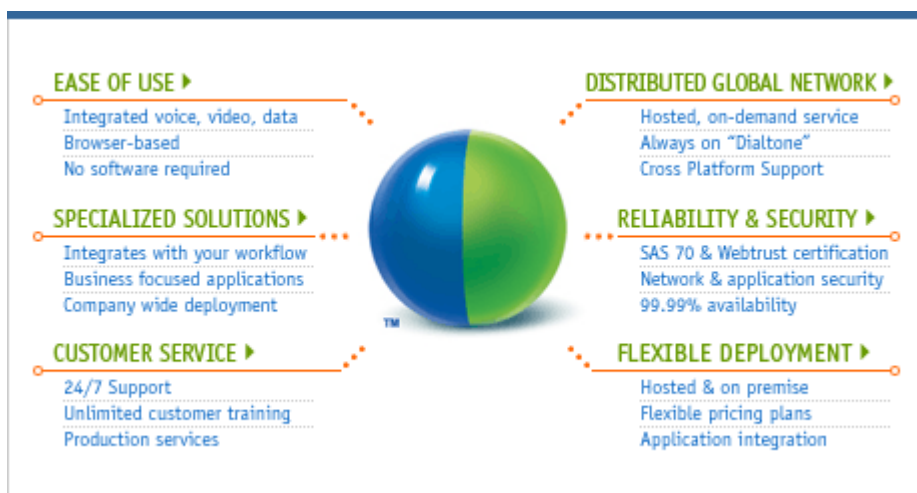
Phase II

We have decided to use “Webex” service as we move into our next video conferencing phase. Here are some of the reasons why.



Maximize the productivity of your global service

Whether you are meeting with customers or using [web conferencing](#) for internal business processes anywhere in your organization, WebEx delivers a robust suite of on-demand collaborative [applications](#) that dramatically increase business efficiencies.



Easily impress attendees with the richest, most scalable online meetings

With WebEx anyone can easily create and deliver customized multimedia online demos and presentations. Present secure, high performance, rich media content for impressive and engaging communication. Make online presentations in any format, including multimedia objects such as Flash™, streaming audio and video, and 3D graphics.

Work locally, meet globally

All you need is a standard [browser](#) and phone to take advantage of real-time data collaboration, audio and video conferencing. Liberate your attendees from the time and geographical constraints that can limit your ability to get together in person. Meet with anyone, anywhere in real time over the web and enjoy rich interaction, as if you were face-to-face.

McCLAIN MINISTRIES

introduces

THE VIRTUAL MANAGER

In today's society, many people are choosing to work for "themselves" – to have careers independent of company affiliations. Often these people find it difficult to juggle all of the responsibilities that they encounter and all of the commitments that they make. When in the first stages of entrepreneurship, many people are unable to afford the advantages of a secretary or receptionist to assist with planning and scheduling. Some people may work from home and have no office space to accommodate such an employee.

McClain Ministries is introducing the solution to these dilemmas. Herein we would like to explain to you the concept of having a "*Virtual Manager*". A *Virtual Manager* is a person who acts as a human palm pilot. The *Virtual Manager's* primary function would be to help an entrepreneur to manage his/her business. No office would be required, no benefits would have to be paid; and, for the most part, no business would have to be sacrificed. The *Virtual Manager* would arrange daily appointments/schedules, take phone calls, provide a messaging service, remind you of meetings and appointments, make calls to reschedule when conflicts do occur, and help you to keep your business and yourself organized to the degree that prevents you from appearing to be an amateur but allows you to present yourself as what you are – a professional.

The *Virtual Manager* is the ultimate solution for beginners. If you are just starting your business, chances are that you will spend a great deal of time marketing yourself (your product and/or service). While you are out soliciting clients, the *Virtual Manager* could be handling calls that may be coming in to get more information about your business or making appointments for you. Just think, you're talking with a potential client about what you have to offer and why they need your services/product. Your phone rings, and in the middle of your sales pitch, you stop to take the call from another potential client inquiring about your business. If you don't take the call, you could possibly lose a customer. If you do take the call, you could appear to the other potential customer to be just an unprofessional, unorganized want-to-be who is not really ready to handle being his own boss. Remember, first impressions are the ones that last.

For just a minimal weekly fee paid directly to the *Virtual Manager*, this service could be the difference in life or death to your new venture – determining success or failure from its inception. It is a small price to pay for the opportunity to reap huge rewards.

If you would like more information about the *Virtual Manager* concept, please contact McClain Ministries.

1050 Ridgeside Drive
Brandon, MS 39042
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JOB DESCRIPTION

In order to qualify for the position of a **Virtual Manager**, the potential candidate must possess the following qualities/characteristics:

- Have professional telephone etiquette. A **Virtual Manager** is a representative of the businesses employing his/her services. It is imperative that nothing is done or said to jeopardize the growth of that business due to lack of professionalism on the part of the **Virtual Manager**.
- Must have very high organizational skills. Because the **Virtual Manager** will possibly manage the affairs of up to four businesses at any given time, it is very important that organizational skills be keen and proficient.
- Must be a good speller and write legibly. As a primary function of the **Virtual Manager** will be to serve as a messenger, it is important that names and numbers are taken down correctly and legibly. A **Virtual Manager** must know how to tactfully request the assistance of the potential client with the spelling of names and repetition of numbers to ensure that all information is relayed correctly.
- Must be able to type at least 50 words per minute. There may be occasions when the **Virtual Manager** has to take messages or prepare correspondences to be faxed or otherwise transmitted to the employers. During most business situations, time is of the essence, and when something is needed, it is needed right now. Speed and accuracy must go hand in hand, and the **Virtual Manager** must make sure that information is provided in a timely and proficient manner.
- Must manage time wisely. This holds true for the clerical/administrative responsibilities as well as for assisting your employer with scheduling his/her daily activities. As a manager, it will be your responsibility to make sure the employer's schedule is arranged in a way that allows him/her to maximize their time throughout the work day.
- Work well under pressure. Often incidences may occur which are totally unexpected and which impact other planned activities. In cases such as this, the **Virtual Manager** will be responsible for finding solutions that will provide an amicable resolution for all concerned.
- Must be professional and understand the seriousness of the responsibility of his/her job. The conduct and performance of the **Virtual Manager** could be the difference between success and failure for the new entrepreneur.
- Must possess computer skills. The use of computers in time management is becoming imperative. Calendars/planners assist tremendously with managing time, keeping appointments, noting changes, determining schedules for meetings or personal business. Also, if a **Virtual Manager** is responsible for more than one employer, technical equipment is a must.
- Must be self-disciplined. Because a **Virtual Manager** will work independently, he/she must have the maturity and discipline required to do whatever is necessary.

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