



TIME MANAGEMENT FOR WOMEN

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Time management

- **Time management is a booming business**
- **Everyone wants to get more done and control time wasters.**
- ***But for Christians the need to manage time is even more urgent!***

Time management

- A day holds 24-hours, yet for most of us, our daily cry is: **“if only I had more time”**
- I am a slave to the clock – I can't even take a breather!
- I am busy all the time, but I never feel like I'm getting the important things done.
- When I take a day off, time just seems to slip away and I feel like it was a wasted day.

Time management

**Also christian women has fallen
into the trap of:
“over-scheduling, over-doing, and
over-committing”**

**We feel our life don't even belong
to us, that other people run our
life!**

Ephesians 5:11-16 The Message (MSG)

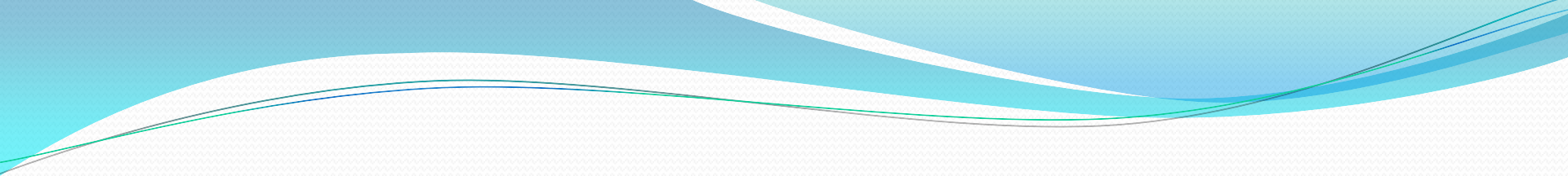
11-16 Don't waste your time on useless work, mere busywork, the barren pursuits of darkness. Expose these things for the sham they are.

It's a scandal when people waste their lives on things they must do in the darkness where no one will see. Rip the cover off those frauds and see how attractive they look in the light of Christ.

**Wake up from your sleep,
Climb out of your coffins;
Christ will show you the light!**

So watch your step. Use your head. Make the most of every chance you get. These are desperate times!

17 Don't live carelessly, unthinkingly. Make sure you understand what the Master wants.

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- **How do we manage our time without getting stressed out?**
 - **Time is our most treasured possession!!**
 - **But we often act as if it's not!**



**Today, many things seem to take
our time.**

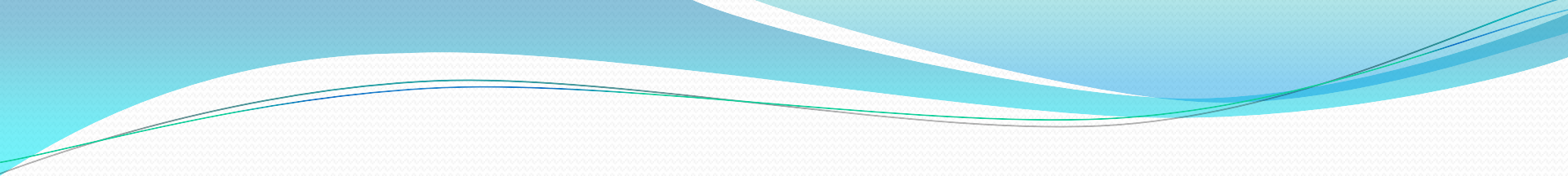
First thing first.

**We cannot manage our life
without setting priority**

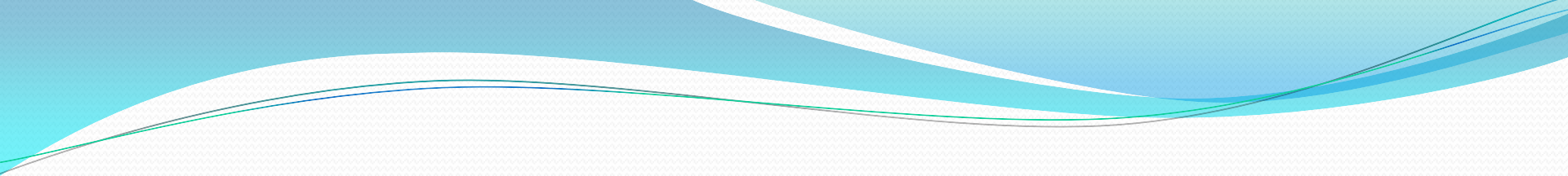


Time management

Where do we start?

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- **The thing that makes Christian time management different is the source of what we consider important.**
 - **That source is God.**
 - **So a good starting place is to consider how God looks at time and what HE wants us to learn from Time management**

- **God inhabits eternity (Isaiah 57:15). Since He created time, the mind-boggling truth is that He was around forever before time even existed!**
- **To try to help us get a little of God's perspective, the Bible says, "With the Lord one day is as a thousand years, and a thousand years as one day" (2 Peter 3:8). God is unrestricted by time.**
- **But though God is not controlled by time the way we humans are, He still puts great emphasis on it. He is always punctual—He always acts at the right time (even though to us humans it may seem like we have to wait a long time). He also has set aside certain times that He has blessed—for our benefit**

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- **God created time as a tool.**
 - **We were put in this universe of time to learn many lessons and to develop the character of God.**
 - **Christian time management means learning to use time as God wants us to use it.**

- **God wants us to become His children to be like Him (Hebrews 2:10; 1 John 3:1-3)!**
- **To become more like God, we need to learn to have His priorities**
- **God reveals to us what is truly most important in life.**
- **In the Sermon on the Mount Jesus said, “But seek first the kingdom of God and His righteousness, and all these things shall be added to you” (Matthew 6:33).**

- **We can't take charge of our time without clearly defining our priorities. We must schedule what matters most first, or it will be pushed out by the hundreds of urgent and persistent things that come at us each week.**
- **"To master time management is to set priorities among your goals. There is never enough time to do everything, but there is always enough time to do what is important.**

Planning

- **The Bible reveals a God who is a **Planner.****
- **And He wants us to be planners too.**

planning

- **Let's look at planning at its most immediate level. Based on God's priorities, what does He want us to put into our schedule for each day?**
- **1. Plan time for God. This includes time for praying to God (study Psalm 55:17 and 1 Thessalonians. He also wants us to study His Bible daily**

planning

- **2. Plan time for family and friends. Relationships take a commitment of time together. For example, God commands parents to spend time teaching their children (Ephesians 6:4; Deuteronomy 6:7).**
- **3. Plan time for work. The 4th Commandment tells us that work should take place during the first six days of the week so that we will be ready to obey the command to not work on the seventh day (Exodus 20:8-11).**
- **4. Plan time for health: eating a balanced diet and getting enough sleep and exercise.**

planning

- **5. Plan time for household chores and maintenance.**
- **6. Plan time for learning. The Bible extols the importance of continued lifelong learning: “A wise man will hear and increase learning, and a man of understanding will attain wise counsel” (Proverbs 1:5).**
- **7. Plan time for rest and recreation. PLAN FOR YOUR “HELENA-TIME” OF “ME-TIME”**

My advice

- Just take one day at a time!
- Take a day off for yourself and sit down!
- Take a cleaning lady
- Involve your team in your activities
- Do your shopping twice a week
- Plan a date with your friends
- Say no!
- Make a calender / planner
- **AND ENJOY EVERY DAY!**