

SMALL GROUPS

LEADER'S GUIDE

LOVE OF CHRIST CHURCH

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Introduction

In this manual are some key tools to get your group started. Before a leader can start a small group they need to complete the following steps.

1. Become a member of Love of Christ Church and complete the Growth Track.
2. Participate in [Small Group Leadership Training](#) and complete the [Leadership Application](#).
3. Agree to the Small Group Leadership Commitment and Honor Code. (Found in the Leadership Application)

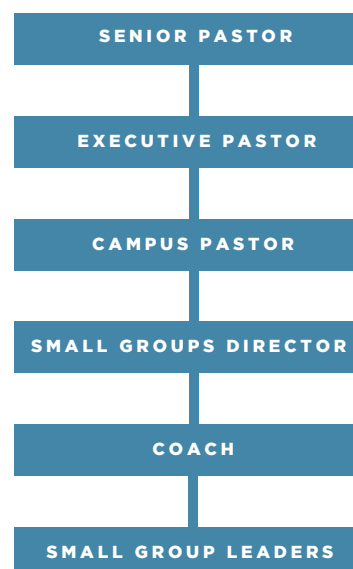
God's process for people to find freedom begins with having the right people in their lives. He designed us for community, and connecting in Small Groups is how we help people find life-changing relationship at Love of Christ Church.

Your role as a Small Groups Leader is a vital part of successful Small Groups at Love of Christ. The structure of Small Group Leadership is based on a principle we see in the Bible modeled by Jethro, the father-in-law of Moses.

"Moses' father-in-law replied, 'What you are doing is not good. You and these people who come to you will only wear yourselves out. The work is too heavy for you; you cannot handle it alone. Listen now to me and I will give you some advice, and may God be with you...select capable men from all the people—men who fear God, trustworthy men who hate dishonest gain—and appoint them as officials over thousands, hundreds, fifties and tens....If you do this and God so commands, you will be able to stand the strain, and all these people will go home satisfied.'"

EXODUS 18:17-23

Levels of Leadership





STEPS TO LEAD A GROUP

1. CATCH VISION AND PUT IT INTO ACTION

1. Ask God for direction about what kind of group you should lead and who you should invite.
2. Once you've found a topic or activity you're passionate about, choose a place and time to meet.
3. Register your group using this form [here](#), people can then find it on our online directory.
4. Invite people to come check out your group! They can be old friends, a new acquaintance you met in the foyer of your campus, a coworker, or a neighbor!
5. Utilize social media when inviting people. A simple post with the vision behind the group could reach just the right person!
6. Start praying ahead of time that God will use your group to change lives. Keep praying that throughout the Small Group Semester.

2. THE FIRST MEETING

1. Send an email or text to group members reminding them about the first meeting.
2. Arrive to your meeting location early so you can make sure it's set up the way you want.
3. You'll provide the snack for the first meeting. Make it something that people would want to return for.

Sample Schedule:

- 15 minutes - Allow people to arrive, talk, and snack.
- 1 minute - Pray.
- 2 minutes - Introduce yourself and go over why you are passionate about this group/activity.
- 15 minutes - Have everyone introduce themselves and choose a conversation starter to use.
- 2 minutes - Briefly introduce study topic or activity.
- 20 minutes - Discuss the study topic.
- 5 minutes - Explain the coordinator positions and ask if anyone would like to fill those roles.(See number #3 for more details.)
- 10 minutes - Share prayer requests and pray together. The Prayer Coordinator will take notes and email requests to the group.
- 20 minutes - Free time for a game, more discussion, or end a little early.

3. DELEGATE

One of the best parts of leadership is delegating! This not only empowers group members to operate in their giftings, but it gives you more free time to build relationships with your group members. It's hard to build any kind of relationship if you're always stressed out doing all of the tasks of the group. The following are positions you can give group members to help make the group successful.

Prayer Coordinator - This leader will take down prayer requests at the end of each meeting, clean them up, and send them to group members the following day. They can also help you with checking in on group members requests throughout the week.

Food Coordinator - This leader will make a schedule where group members can volunteer to bring a snack each week. Members can expect to bring snack twice a semester. Fun fact: most groups have two people bring a small snack each week. One person brings a savory snack and one brings a sweet one!

Fun Coordinator - This leader will plan one night where the whole group will do something fun. It could be going out to dinner, going to an escape room, having a potluck at your normal meeting location, etc. They can get input from the whole group on what activity you should do. Keep in mind that not all group members can afford an expensive outing, so be accommodating to the needs of the group. This should take place once a semester!

SERVE Coordinator - This leader will plan one SERVE project. This can be one of the outreaches the church is hosting, participating in SERVE Day, or volunteering with another organization. If this leader is really organized and the group would like, you could even come up with your own project - helping an elderly person with their lawn, etc. This should take place once a semester!

Time Coordinator - This leader should be the most "Type A" person in the group. If you find that you keep going over on time, find someone who can help you keep track of your schedule. This isn't a required Coordinator position but this could even be your co-leader. It's just so we respect our group members time.

NEXT STEPS

Everyone in your group will be at different places spiritually. Our goal is to inspire them to take their Next Step, to help them identify where they are and where they would like to improve next. Start by asking them some questions.

For the new attendees:

- Have you ever been in a small group before?
- What excites you most about coming to church?
- Do you come to church often? If so, what service do you attend?
- What are you focused on in your life right now?
- Do you have anything I can pray about for you?

If they're a Believer:

- Have you been water baptized?
- Do you read your Bible daily?
- Do you pray daily?
- What areas of your faith are you hoping to grow in the coming months?
- What do you feel God has been doing in your life lately?
- Have you been through the Growth Track? Do you remember what your personality type is or what your spiritual gifts are?
- Have you ever served on the Dream Team?

Here are some examples of Next Steps you can share with them. Just gauge where they're at spiritually before sharing all of them.

- Invite them to join you at the Sunday Service you attend.
- Share your personal story and what God has been teaching you.
- Share how the Growth Track can help them discover their purpose and invite them to attend it.
- If they don't have a regular Bible reading plan, tell them about the YouVersion Bible App and suggest this [plan](#).
- Tell them about our church app that has sermon resources and other important info.
- Encourage them to learn more about areas like tithing, the Holy Spirit, prayer, and spiritual warfare by watching past sermon series [here](#).
- If they haven't been water baptized, encourage them to learn more about it or register [here](#).
- Share how you became a Small Groups Leader and how your passion has grown for them as a result. Encourage those who are interested to go through our online training course here. Also, tell your assigned Coach about it! That's a win to celebrate!



RELATIONSHIP

The most important part of leading is building a relationship with your members! While it may sound intimidating when we talk about pouring into members lives, it's not! It can be as simple as:

- Meeting for coffee, lunch, or even in between services on Sunday.
- Sending a text to see how they're doing or what prayer needs they have weekly.
- Calling them to pray through situations when it's needed.
- Send them a short text of encouragement or share a verse that is meaningful to you.
- Offering them advice on the more difficult situations.
- Sending them the Next Steps Survey at the end of the semester to see how they can best be served during the next one.

We're showing members what it means to have meaningful relationships. No matter where they are in their walk, an investment in them by their leader is life-changing!

BEING A PART OF THE SMALL GROUPS TEAM

As a Leader, you are an important part of the Small Groups Team. You have an assigned Coach who is here to help during the semester. They'll check-in with you weekly to see how you're doing and if you have any prayer needs. It's important that you're as honest and open with your Coach as your group members are with you. To lead others well, you have to be led well. They're here to support you every step of the way!

Not only can you help your members grow, but you can also help strengthen the Small Groups ministry as a whole in the following ways:

- In addition to praying for your members daily, also pray for God's favor and direction over the entire Small Groups Ministry as we help people find freedom.
- Participate in the recruitment of new leaders at your campus as directed by your Team Coordinator.
- Ensure your members complete the Next Steps Survey.

Also, you also have training resources on our [website](#). It includes how to grow your group, scripture references, FAQ's, & more! It will answer most questions you have. But if you still have more, feel free to contact your Coach or the Small Groups Director.

SUMMARY

Top five takeaways from this manual:

1. **Pray** - Pray for your group members daily. The fight we're fighting isn't against flesh and blood. We're fighting spiritual battles daily.
2. **Communicate** - Communicate helpful information to your members weekly.
3. **Relationship** - Take time to invest in your members by meeting, texting, and calling.
4. **Next Steps** - Encourage your members to always pursue their [next step](#).
5. **Resources** - You'll find a ton of leader resources that you can use [here](#). It includes how to grow your group, scripture references, FAQ's, & more!

