

**: leader role :**

*Leadership through facilitation*

It's important to establish leadership, not by your title or talking the loudest or longest, but by involving others in the process. Good leaders create an environment where people feel like they are a part of the process, not where someone is teaching them without involving them.

*Leadership through listening to God*

The idea of leadership is to sense what God is doing, begin moving in that direction. Leaders don't have better access to God, but because they are eager to take their group where God is, they seek Him out and listening intently for His guidance. When they have direction, they move ahead... and others follow.

*Leadership through modeling*

It is important that the leader see him or herself as a model. First of all, modeling what a follower of Jesus looks like. Secondly, the leader is a model of what a small group leader is like. It is extremely important to model a simple and transferable style of group leadership so that the baton can continue to be passed as God grows additional leaders and new groups are planted.

*Leadership through followership*

If the leader hopes to have people respect and follow his or her leadership in the group, the leader needs to be willing to submit to their own leaders (pastors and council). Prayerfully considering their input is very important for the group leader who would like others to respect their suggestions and ideas.

*Leadership through proxy*

The Community Church pastors can't care for or speak with everyone each week, so small group leaders are entrusted with this task. It is important that group leaders represent the church well when communicating for the church.

How do you create ownership?

- ...through interaction: As you talk to people, listen for group members' thoughts, concerns, and expectations.
- ...through involvement: Involve others in taking up tasks and roles in the group. (See the list of roles) Encourage them and pray that they succeed.
- ...through inspiration: This doesn't mean the leader needs to be some kind of inspiring communicator. Rather, through good stories and other examples, you can inspire people's enthusiasm as you bring the group's vision to life.

*The leader is responsible for:*

- Getting the group together
- Creating the meeting agenda
- Facilitating the creation of a covenant
- Facilitating occasional group evaluation exercises
- Connecting group members with resources for spiritual growth
- Ensuring that group members provide one another with support and love
- Encouraging participation in the vision of CCHK and church activities
- Initiating suggestions for group social times and group outward focus experiences
- Training a leader-in-training for group multiplication
- Making people feel welcome, especially their first time at the group
- Growing in their personal faith, seeking ways to develop a deeper more intimate relationship with God

**Responsibilities of leaders**

## **: selecting a leader-in-training :**

Training a leader-in-training starts with identifying and recruiting one. You cannot train up what doesn't exist yet. Never the less, as a leader you must remember that the best training comes from the model you represent.

### *What to do before your leader-in-training is selected*

Actual skill training begins before the title is bestowed. In determining a leader-in-training, you must find the middle ground between asking just anyone to be your leader-in-training, and expecting those you select to have something short of a Ph.D. in Theology. The following list will help you identify the kind of person you are looking for.

### *Selecting a leader-in-training*

- Is this person a member of Community Church?
- Has this person been consistent in their attendance at the group?
- Do you believe this person is willing to lead a well-balanced, open, and multiplying group?
- Does this person evidence a commitment to growing spiritually?
- Does this person have a foundation in the Bible?
- Is this person teachable and humble?
- Have you seen or heard about this person actively influencing others positively?
- Have they been faithful to other ministry roles?
- Have you seen this person take leadership in the group with the respect of others?
- What have you observed or experienced about this person's character/spiritual experience/strengths/ weaknesses?

### *Surfacing potential leaders*

Training begins by involving people in leadership-type roles. As people agree to take small responsibilities and do them well, you can give them increased responsibilities. When someone proves to be faithful and is seen influencing others, it may be time to invite that person to be your leader-in-training.

Include God in the process of your selection through praying that He would provide you with potential leaders who want to learn how to care for others, as is demonstrated in Matthew 9:35-38

### *A plan for developing your leader-in-training*

We suggest you meet with your leader-in-training either before or after your group's regular meeting. It is important that you discuss the various components of a life group and the role that the leader plays in facilitating the group.

### *A pattern to developing your leader-in-training*

1. Your leader-in-training watches you.
2. You explain what you did and why you did it.
3. You observe as your leader-in-training does the same thing.
4. You encourage and objectively explain strengths and weaknesses you've observed.
5. You turn the task over to them.
6. You begin to withdraw and let them lead.
7. You remain a close friend, now treating the new leader as your equal.

## leadership team

Role	Key Activities	Key Questions	Name of Group Member
<b>Leader</b>	<ul style="list-style-type: none"> <li>Facilitate group structure</li> <li>Involves others in the group</li> <li>Mentors leader-in-training</li> <li>Grow with God</li> </ul>	How am I helping the members of my group grow in Christ, in loving and serving one another?	
<b>Leader-in-training</b>	<ul style="list-style-type: none"> <li>Meet regularly with leader for training</li> <li>Help care for others in the group</li> </ul>	How am I progressing in my confidence, ability and motivation to facilitate a small group?	
<b>Communication Coordinator</b>	<ul style="list-style-type: none"> <li>Send weekly emails to group members with meeting information</li> <li>Develop a group directory</li> </ul>	How am I helping group members and new comers stay connected and informed from week to week?	
<b>Worship Facilitator</b>	<ul style="list-style-type: none"> <li>Decide upon the type of worship that fits with the meeting agenda</li> <li>Bring necessary worship materials</li> <li>Involve other group members in worship activities</li> </ul>	How am I preparing a setting for worship to take place? How will I include others in worship activities?	
<b>Outreach Coordinator</b>	<ul style="list-style-type: none"> <li>Spur the group on to see the world beyond themselves</li> <li>Bring ministry needs to the groups attention</li> </ul>	How am I challenging the group to meet needs in our group, church, and world?	
<b>Mentor</b>	<ul style="list-style-type: none"> <li>Encourage and empower Life Group leader</li> <li>Cast vision and purpose</li> </ul>	How am I empowering the life group leader? Am I practicing effective listening?	

*The life cycle of a group*

<p><b>Stage 1</b></p> <p><b>Description:</b></p> <ul style="list-style-type: none"> <li>▪ Group members may have ambivalent feelings and high expectations</li> <li>▪ Group is not yet a priority for participants</li> <li>▪ Participants attempt to connect with each other</li> </ul> <p><b>Key Leadership Functions:</b></p> <ul style="list-style-type: none"> <li>▪ Model authentic relating</li> <li>▪ Facilitate relational connections</li> <li>▪ Get people involved in the group</li> </ul> <p><b>Activities Completed:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Group Covenant</li> <li><input type="checkbox"/> Group Directory</li> </ul>	<p><b>Stage 2</b></p> <p><b>Description:</b></p> <ul style="list-style-type: none"> <li>▪ Conflict emerges as individual differences and opinions arise</li> <li>▪ Leader blamed for problems</li> <li>▪ Group begins to care for one another</li> <li>▪ Community identity begins to take shape</li> </ul> <p><b>Key Leadership Functions:</b></p> <ul style="list-style-type: none"> <li>▪ Create a safe environment to share</li> <li>▪ Lead group in conflict resolution</li> <li>▪ Take courage! This too shall pass!</li> </ul> <p><b>Activities Completed:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Group materials selected</li> <li><input type="checkbox"/> Group activities planned</li> </ul>
<p><b>BEGINNING</b></p> 	<p><b>BONDING</b></p> 
<p><b>BRANCHING</b></p> 	<p><b>BUILDING</b></p> 
<p><b>Stage 4</b></p> <p><b>Description</b></p> <ul style="list-style-type: none"> <li>▪ Group has grown in depth and size</li> <li>▪ Size of group becomes prohibitive to provide care to all participants and realize mission</li> </ul> <p><b>Key Leadership Functions:</b></p> <ul style="list-style-type: none"> <li>▪ Educate about need to multiply</li> <li>▪ Process feelings of group members</li> <li>▪ Develop a multiplication plan with group</li> <li>▪ Facilitate transition of group</li> </ul> <p><b>Activities Completed:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Multiplication method selected</li> <li><input type="checkbox"/> Prospective new members contacted</li> <li><input type="checkbox"/> Combined activity with new group planned</li> </ul>	<p><b>Stage 3</b></p> <p><b>Description:</b></p> <ul style="list-style-type: none"> <li>▪ Group owns the mutually developed vision and identifies with the group as “my” group</li> <li>▪ Group becomes equipped to use gifts</li> <li>▪ Group may grow</li> </ul> <p><b>Key Leadership Functions:</b></p> <ul style="list-style-type: none"> <li>▪ Continually encourage mission</li> <li>▪ Recruit and train leader-in-training</li> </ul> <p><b>Activities Completed:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Leader-in-training identified</li> <li><input type="checkbox"/> Outreach activity planned</li> <li><input type="checkbox"/> Group evaluation completed</li> </ul>