

SMALL GROUP LEADER DEVELOPMENT 2



www.lifepointchurch.org
www.groupleader.org

Leader DEVELOPMENT 2

INTRODUCTION

Leader Development 2 is designed for the experienced Small Group Leader. This is a person who has led groups for more than three years and is looking for the opportunity to brush up on specific areas that longer term groups deal with. In LD2 you will learn the underlying values of groups, how to handle EGRs, how to grow personally, and health issues of Small Groups. LD2 is for you to have the opportunity to discuss the areas of Small Group life you did not know existed when you started.

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ACKNOWLEDGEMENTS

Much of the material is adapted from the some of the top leaders in Small Group Ministry.

- Bill Donahue of Willow Creek has written several books and leads conferences all over the world on Small Group Ministry. Books include *Leading Life-Changing Small Groups*, *Seven Sins of Small Groups*, and *ReGroup*.
- Steve Gladen of Saddleback Church and founder of the Saddleback Small Group Network offers leadership development via CD and DVD. These include *Small Group Leader Training Pack* and *Don't Lead Alone*.
- Laverne Weber is the Director of Area Pastors for Willow Creek. He has mentored and influenced this developmental material and spoke at LifePoint Church in 2008.
- Greg Ogden is author of *Transforming Discipleship*, which was used in the compilation of LD2.
- Rick Howerton of Serendipity House is a mentor and trainer in the area of Small Groups. He has authored *Destination Community*, a Small Group Ministry Manual and spoke at LifePoint Church in 2006.
- Bill Search of Southeast Christian Church has published *The Best Case Scenario Guide for Community Group Leaders* which is probably the most packed, compact booklet and best collection of guidance on Small Group Leadership I have ever seen.
- Tony Wotkiewicz of LifePoint Church was the first Small Groups Director of FBC. He was instrumental in the development of the coaching structure and authored *Small Groups Servant Manual*.

Eddie Mosley

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WHY SMALL GROUPS?

~Tony Wotkiewicz

THEOLOGICAL

The goal is to see Acts 2:42-47 come alive in Small Groups all over the community. Scripture paints a clear picture of God, who not only lives in community, but embraces and seeks after it.

Genesis 1:26	"Let us"
Deut 6:4	"The Lord our God, the Lord is one"
John 1:1-3	God, Jesus and Holy Spirit live in community
John 17:21	"That all of them might be one"
Matthew 1:23	"Immanuel with us"
Mark 3:13-14	"Called to him those he wanted"

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SOCIOLOGICAL

There is sociological evidence that God created you to crave relationships and community.

Acts 17:24-27	God wants people to seek a relationship with Him.
Genesis 2:18	"It is not good for the man to be alone."
Eccl 4:9-10	There is strength, reliability, and assurance in community.
Zeph 3:17	God reveals His emotions to us.
Proverbs 15:22	Wise counsel aids decision making.

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ORGANIZATIONAL

As churches are planted to accomplish God's work in the world, organization becomes a necessity to ensure community. Small groups are a way to organize in a life-giving manner through a "span of care." Everyone is cared for, and no one cares for too many. Groups also ensure that no one stands alone, struggles alone, serves alone, develops alone, seeks alone, or grows alone.

~Steve Gladen

Ex 18:9-22	Span of care structure
Titus 1:5	Provide leadership
1 Cor. 12:12-27	Use gifts to edify, serve, and love
Acts 6:1	Everyone receives care
Eph 4:1-6, 11-12	Promotes unity, service

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KEY RELATIONSHIPS FOR SMALL GROUP LEADERS

1. Relationship with Christ

Proverbs 4:23: "Above all else, guard your heart, for it is the wellspring of life."

The fundamental issue determining the extent to which God can bless your leadership is your heart. If left unmanaged, our hearts will eventually be our downfall.

~"Character," Steve Gladen

- a. Who am I? What identities are you allowing to compete with your TRUE identity in Christ?
- b. What is really most important? Which of your values and daily habits take priority?
- c. What will I do with my life? What has been the focus of your life recently? What has been the fruit?
- d. How far am I willing to go? What is holding you back from doing what you know you need to do?
- e. What common/recurring distractions prevent you from being more Christlike? Being a stronger leader?

"Remain in me (Jesus), and I will remain in you. No branch can bear fruit by itself; it must remain in the vine. Neither can you bear fruit unless you remain in me. 'I am the vine; you are the branches. If a man remains in me and I in him, he will bear much fruit; apart from me you can do nothing."

~ John 15:4-5

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2. Relationship with Small Group Coach

In the A-1-2-3 Leadership Development Structure you are expected to hang out with your coach at least three times a year. Coaches are advisors, encouragers, prayer partners, and resources for you along your journey as a Small Group Leader.

Galatians 6:2 says, "Carry each other's burdens, and in this way you will fulfill the law of Christ."

3. Relationship with Spiritual Partner

We all need someone to help us along the journey of following Christ. A spiritual partner is a friend (of the same gender) you trust and with whom you share encouragement and accountability.

See Hebrews 10:24-25.

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ONE ANOTHERS

The Bible is full of verses that remind us how to treat each other. Some of them are listed for you to read through and be reminded of why we do what we do.

➤ Be at peace with each other. **(Mark 9:50)**

➤ Wash one another's feet. **(John 13:14)**

➤ Love one another.

(John 13:34 and 12 other references)

➤ Be devoted to one another in brotherly love. **(Romans 12:10)**

➤ Honor one another above yourselves.

(Romans 12:10)

➤ Live in harmony with one another.

(Romans 12:16)

➤ Stop passing judgment on one another.

(Romans 14:13)

➤ Instruct one another.

(Romans 15:14)

➤ Accept one another as Christ accepted you. **(Romans 15:7)**

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- Greet one another with a holy kiss.
(Romans 16:16; 1 Corinthians 16:20; 2 Corinthians 13:12)
- When you come together to eat, wait for each other. **(1 Corinthians 11:33)**
- Have equal concern for each other.
(1 Corinthians 12:25)
- Serve one another in love. **(Galatians 5:13)**
- If you keep on biting and devouring each other...you will be destroyed by each other. **(Galatians 5:15)**
- Let us not become conceited, provoking and envying each other. **(Galatians 5:26)**
- Carry each other's burdens. **(Galatians 6:2)**
- Be patient, bearing with one another in love. **(Ephesians 4:2)**
- Be kind and compassionate to one another. **(Ephesians 4:32)**
- Forgive each other as God in Christ has forgiven you. **(Ephesians 4:32)**
- Speak to one another with psalms, hymns and spiritual songs. **(Ephesians 5:19)**
- Submit to one another out of reverence for Christ. **(Ephesians 5:21)**
- In humility, consider others better than yourselves. **(Philippians 2:3)**
- Do not lie to each other. **(Colossians 3:9)**
- Forgive whatever grievances you may have against one another. **(Colossians 3:13)**
- Teach one another. **(Colossians 3:16)**
- Admonish one another. **(Colossians 3:16)**
- Make your love increase and overflow for each other. **(1 Thessalonians 3:12)**
- Encourage one another.
(1 Thessalonians 4:18; 5:11)
- Build each other up. **(1 Thessalonians 5:11)**

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- Encourage one another daily.

(Hebrews 3:13; 10:25)

- Spur one another on to love and good deeds. **(Hebrews 10:24)**
- Do not slander one another. **(James 4:11)**
- Don't grumble against each other. **(James 5:9)**
- Confess your sins to each other and pray for each other so that you may be healed. **(James 5:16)**
- Love one another deeply, from the heart.

(1 Peter 1:22; 4:8)

- Live in harmony with each other. **(1 Peter 3:8)**
- Offer hospitality to one another without grumbling. **(1 Peter 4:9)**
- Each one should use whatever gift he has received to serve others. **(1 Peter 4:10)**
- Clothe yourselves with humility toward one another. **(1 Peter 5:5)**
- Greet each other with a kiss of love.

(1 Peter 5:14)

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FIVE EXPECTATIONS OF LIFEPOINT CHURCH

LifePoint Church has five expectations for every member. These are to increase interaction with God, with others, and with the world, thus helping members to grow to be more like Christ, encourage others, and introduce the world to Christ. We encourage you to live these out and help those in your group to practice them.

1. WORSHIP
2. SMALL GROUPS
3. SERVICE
4. INVEST 2 INVITE (I2I)
5. TITHE

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1. WORSHIP

We want you to participate in worship both corporately and privately. Worship corporately by attending one of the worship services that happen each week at FBC Smyrna. Worship privately by setting aside a daily time to talk and listen to God and to read the Bible.

John 4:24

2. SMALL GROUPS

Everyone needs friends to share the journey of life. As Christ-followers, every member of FBC Smyrna is expected to be involved in a Small Group, whether off-campus or on-campus.

Acts 2:42

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3. SERVICE

Service is broken into two avenues: Ministry and Mission. Ministry is how we have classified the on-campus service areas for FBC Smyrna. These include, but are not limited to Preschool, Children, Students, Production Team, Parking Lot Team, Worship Arts, Café, Crosswalk, Administration, Encouragers, Teachers, First Impressions, etc. Mission is how we classify the off-campus, short-term or ongoing work of Christ in the community and around the world.

Ephesians 4:11-12; Mark 10:43

More information can be found online at:

- www.lifepointchurch.org/global
- www.lifepointchurch.org/volunteer
- www.lifepointchurch.org/inthecommunity - Krystal Brown

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4. INVEST TO INVITE (I2I)

This is the title of FBC Smyrna's evangelism strategy. We want you to invest in relationships with unbelievers to show them God's love and forgiveness in hopes that one day they will cross the line of faith. You can live out Christ's love to them by developing relationships, discovering their story by listening, and then discerning the next steps God would have you take in this relationship.

Matthew 28:19-20

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5. TITHE

We want every member to be obedient and keep the walls from being built that can block communication with God. Money is a very touchy subject for many people and one that can be the most damaging in a relationship. That is why we have put tithing in the top five expectations. The tithe is the first 10% of something. The Bible tells us that everything belongs to God; He just asks for 10% of it back. He doesn't need the money; we need the obedience.

Malachi 3:10

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HOW TO ASK QUESTIONS

(*Leader Training 1* CD set, Steve Gladen)

- Don't answer your own questions.
- Get comfortable with silence, allowing time for people to think and then answer the question.
- Encourage more than yes or no answers.
- Ask: Anything else? How about? Someone else?
- Give affirmation whenever you can!
- Try to involve everyone.
- Be a good listener by providing support, not quick fixes.
- Be SENSITIVE to the leading of HOLY SPIRIT.
- Begin and end on time on a consistent basis to build respect and trust for people to talk.
- Don't focus on getting through the material; focus on helping people grow.

Here are some examples of types of questions. (*Destination Community*, Rick Howerton). Try to use these in your next meeting.

- Observation questions: What is the Bible telling us?
- Interpretation questions: What does this verse mean?
- Application questions: How will I integrate this lesson into my life?
- Evaluation questions: How am I doing in this area of my life?

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HOW TO PRAY AS A LEADER

(Leading Life-Changing Small Groups, Bill Donahue)

A=Adoration: Praise God for His attributes and unconditional love. Read a psalm to Him.

C=Confession: Make a list of habits in your life that would make Jesus unhappy. Give the list to Jesus; then destroy it.

T=Thanksgiving: List your spiritual, relational, material, and physical blessings.

S=Supplication: Categorize your spiritual, relational, material, and physical needs. Be specific.

*Serendipity Bible is a good resource to use for
asking questions and guiding the Bible study*

based on a verse.

(Available in Crosswalk)

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HOW TO INVEST TO INVITE

(Bill Hybels and *Connecting With Membership*)

Develop relationships with unchurched people in your life (neighbors, co-workers, relatives, or people who have the same interests as you).

Discover stories by spending time with these people and listening to them.

Discern the next step God is leading you to take with this person(s). It may be to invite them to coffee or a cookout. It may be to give them a DVD or book. It may be to invite them to an event at church.

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HOW TO GROW AS A LEADER

(Transforming Discipleship, Greg Ogden)

1. How is your relationship with God?
2. Who is helping you grow spiritually these days?
3. Who are you helping grow spiritually by mentoring them?
4. Who are three or four people with whom you could enter into a discipling, multiplying, and accountable relationship? Meet together weekly and work through **MasterLife 1** (available in Crosswalk) over the next six weeks.
5. What ministry are you serving in that is making a difference in your life? How is it making a difference?

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HOW TO DEVELOP AN APPRENTICE

“Build people, don’t just have meetings.”

Be prayerful and watchful for the person to whom God is leading you. Look for a spiritually maturing person with a teachable spirit and a people-oriented personality. Apprentice over a period of time, 6 weeks, 3 months, 6 months, 12 months.

CRAWL

Have them lead a question or ice breaker in a meeting. Help evaluate the results in a loving, affirming way.

WALK

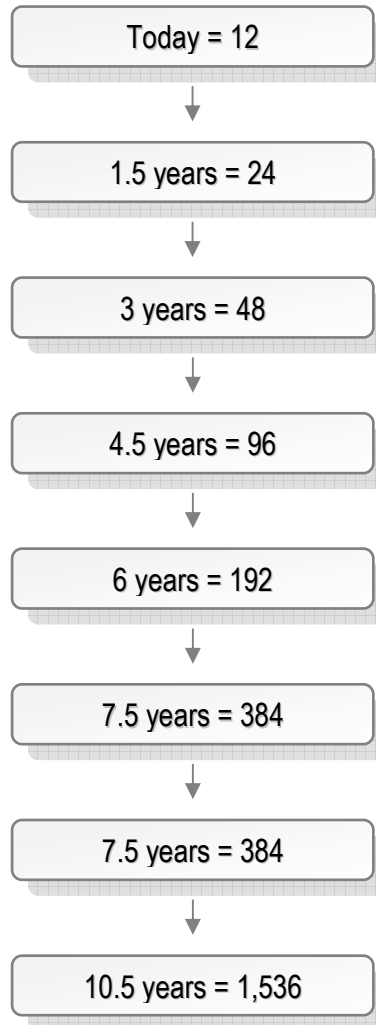
Next, have them lead a section of the study while you are present. Again, lovingly evaluate the results with them.

RUN

Eventually you will need to miss a night and let them lead the entire session. Your absence is not required for this level of leading in the apprenticing process, but sometimes this is what it takes to get them to lead.

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By simply multiplying every 18 months
you could impact over 1,000 people in 10 years.



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HOW TO HANDLE THE NORMAL ISSUES OF SMALL GROUP LIFE:

~Bill Search

Every group will attract some people who need a little extra care and attention. We value people, and each person is a creation of God. Here are some pointers on how to value them:

The Talker: Address the issue one-on-one outside of group time.

The Phantom: They come and go as they please. Try to connect with them personally during the week to build a relationship.

The Chronologically Challenged: Remind everyone the start time and start on time.

The Groupie: They never want to leave. Remind often the set time for group. Be sensitive if issues arise that need extra time.

The Socially Impaired: Some people may be aggressive toward group members. Address the situation as best you can outside the group. Also know your Coach is there to help.

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THE EGR (EXTRA GRACE REQUIRED)

~Tony Wotkiewicz

Every group has one. If you don't know who it is, it might be you. When dealing with the EGRs in your group, here are a few things to keep in mind.

➤ *Galatians 4:7: adopted son of God*

➤ *Colossians 1:16: created by Him*

➤ Who you are...before your salvation

- **Ephesians 2:12:** "Remember that at that time you were separate from Christ."
- **Galatians 4:8:** "Formerly, when you did not know God, you were slaves to those who by nature are not gods."

➤ Who the Lord is...compassionate and loving

- **Hosea 11:8:** "How can I give you up? ... All my compassion is aroused."
- **Ephesians 2:1-5:** "It is by grace you have been saved."

➤ What your calling is...to be like Christ

- **Galatians 6:2:** "Carry each other's burdens."
- **Romans 15:7:** "Accept one another, then, just as Christ accepted you."

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ERG DOs:

- Smother them with love and patience.
- Listen to them.
- Lead them to correct counseling/curriculum.
- Be firm and speak the truth lovingly to them.

ERG DON'T's:

- Don't promote co-dependency
- Don't take responsibility for their health.
- Don't try to fix them.

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KEY HEALTH QUESTIONS FOR YOUR GROUP

~Tony Wotkiewicz

Below are some guiding questions for your group to consider when evaluating the health of the group.

This is followed by a more formal survey, based on the expectations of LifePoint Church, that individuals can take for themselves or that you can use in the group. Either of these will help determine the areas your group or individuals need to work on in the coming months.

DISCIPLESHIP

- How are your members' relationships with God, each other, and unsaved friends?
- Are your members having daily time with God?
- How is the individual involvement within the group?
- Are your weekly lessons completed?
- Are the group responsibilities shared?
- Does your group feel comfortable praying together?

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COMMUNITY

- Are your members' lives intertwined?
- Do your members pray for each other's needs and desires as much as their own?
- What is your level of sharing?
- Have your group members found personal accountability?

YOUR SMALL GROUP

- Do you have a covenant? (sample covenant online @ www.fbcsmyrna.org/smallgroupleadership)
- How is your attendance?
- Is your group balancing discipleship, community, and service?
- What is your birthing plan?
- Have you chosen an apprentice?

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SERVICE

- What are you doing and who are you serving as a group?
- What are your members involved in at church?
- How often do you serve together?
- Do you create an “open-chair atmosphere”?
- Are your members serving and filling needs without having to be asked?
- How many of your members have been on or are planning to go on a mission trip?

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Small Group And Sunday School: Experiencing the community of Acts 2:42.

I am genuinely open and honest about who I am.	1	2	3	4
I have a deep and meaningful connection with others in my group/class.	1	2	3	4
I have an easy time receiving advice, encouragement, and correction from others.	1	2	3	4
I gather regularly with a group of Christians for community building and accountability.	1	2	3	4
Nothing in my relationships is currently unresolved.	1	2	3	4
There is nothing in the way I talk or act concerning others that I would not be willing to share with them in person.	1	2	3	4

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Service: Using my gifts, passion, talent for serving God.

I regularly use my time to serve God.	1	2	3	4
I am currently serving God with the gifts and passion He has given me.	1	2	3	4
I regularly reflect on how my life can have an impact for the Kingdom of God.	1	2	3	4
I often think about ways to use my God-given gifts and abilities to please Him.	1	2	3	4
I enjoy meeting the needs of others without expecting anything in return.	1	2	3	4
I am open to going anywhere God calls me, in whatever capacity, to share about Jesus.	1	2	3	4

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Invest-To-Invite: Investing in the unchurched, unconnected people in my life.

I feel personal responsibility to invest in those who are not Christ-followers. 1 2 3 4

I look for opportunities to build relationships with those who are not Christ-followers. 1 2 3 4

I regularly pray by name for those who are not Christ-followers. 1 2 3 4

I am confident in my ability to invest in the unchurched. 1 2 3 4

My heart is full of passion to share the good news with those who have never heard it. 1 2 3 4

I find that my relationship with Jesus comes up frequently in my conversations with the unchurched. 1 2 3 4

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Tithing: Realizing that God owns it all.

Those closest to me would say my life is a reflection of giving more than receiving. 1 2 3 4

A review of how I use my finances shows that I think more about God and others than I do about myself. 1 2 3 4

1 = just beginning 2 = getting going 3 = getting there 4 = well developed

	Worship	SG/SS	Serve	Invest-to-Invite	Tithing
Totals:					

Adapted from Saddleback Church.

Suggested studies are available in the Crosswalk for each of these areas.

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GROUPLIFE STRUCTURE:

A-1-2-3 Leadership Development Structure:

- Apprentice under an existing leader.
- Attend one training event per year.
- Attend at least two of the four Small Group Luncheons per year.
- Hang out with my coach at least three times per year.

Ministry Structure:

- Grow your group as God directs.
- Model Discipleship, Community, and Service to your group.
- Stay in contact with members weekly.
- Share the load by encouraging members to use their gifts and passions in the group.
- Develop an apprentice to start a new group in 6, 12, or 18 months.
- Guide the group to minister to each other as needed.

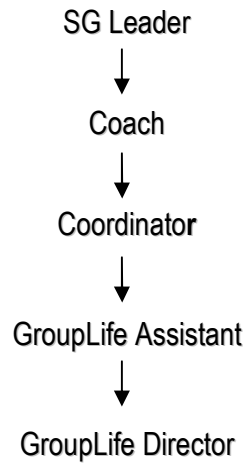
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Sharing Structure:


- Share stories with your coach and friends monthly.
- Share struggles with your coach as often as needed.
- Share enrollment and attendance weekly.

Not even Jesus tried to do ministry on His own. Here is FBC Smyrna's structure to help you:

Small Group Leaders are encouraged and mentored by a Coach. Coaches receive support from a Coordinator.



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As a Small Group Leader, I will remain faithful, teachable, prayerful, and patient. I will do everything I can to serve my Group and to lead them to a life of discipleship, community, and service.

NOTES:

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STAGES OF A SMALL GROUP'S LIFE

Leading Life-Changing Small Groups, Bill Donahue

Underlying Values for people that are found in a Small Group are:

To know & be known

To serve & be served

To give & be given to

To love & be loved

To celebrate & be celebrated

To admonish & be admonished

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STAGE 1: FORMATION

- 6-12 weeks/meetings
- Who is in the group and do they like me?
- Is the group worth it?
- Learn and share expectations.

STAGE 2: EXPLORATION

- 3-8 months
- How is my group doing?
- Do I fit here?
- Share information, accept others.

STAGE 3: TRANSITION

- 8-10 months
- Am I growing?
- Express frustrations to leader.
- Be patient as a leader.

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STAGE 4: ACTION

- 10-16 months
- Will we take risks with each other?
- What can we do together?
- Express feelings.
- Take ownerships and share gifts.

STAGE 5

- 16-20 months
- Why should we divide/multiply?
- Will we survive the transition?
- Discuss concerns.
- Cast vision as leader.

STAGE 6

- 20-26 months
- Was the group worth the time?
- Will I continue or join another group?
- Affirm relationships.
- Bring closure as a leader.

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RESOURCES

Websites

- North Point Church, www.nsidegrouplife.org
- Willow Creek Association, www.willowcreek.com
- Saddleback Resources, ww.saddlebackresources.com
- Southeast Christian Church, ww.simplesmallgroups.com

Books

- *Leading Life-Changing Small Groups*, Bill Donahue
- *Emergency Response Handbook*, Group Publishing
- *Creating Community*, Andy Stanley
- *7 Deadly Sins*, Bill Donahue
- *Serendipity Bible*
- *250 Big Ideas*, Saddleback
- *Complete Book of Questions*, Gary Poole
- *Good Things Come in Small Groups*, Ron Nicholas
- *Search to Belong*, Joe Meyers
- *Don't Lead Alone* CD set, Steve Gladen

- *Spiritual Gifts*, Mike Miller (available in Crosswalk)

Conferences

- Willow Creek GroupLife conference
- SaddleBack Small Group conference
- Connexus, LifePoint Church

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