

## **GROWTH GROUP LEADER OVERVIEW AND RESPONSABILITIES**

*What is a Growth Group leader?*

Qualifications:

- Committed to Christ for at least one year
- Committed to integrity, character and spiritual development
- Participated in Sermon Based Growth Group for at least 2 semesters.

Skills/Abilities:

- Strength in one of the following three: Leadership, Shepherding, and or facilitating
- Social Skills: A track record in relating and connecting with others

Requirements

- Prepare for and lead the meeting
- Listen to the sermon
- Complete the homework
- Read the weekly Leader Notes (available online)
- Listen to the Leader Training (PENDING)
- Track personal problems & needs of group members
- Communicate special needs to pastors
- Care for members and their families (or delegate to other group members)
- Visit members in the hospital (or delegate to other group members)
- Complete weekly attendance rosters
- Assist with Growth Groups sign-ups pre semester by working the sign-up tables if your group has openings for new members and providing group descriptions.
- Attend all training meetings (2-3 times per year)

*Why a Semester System?*

Running our Growth Groups on a 10 week semester brings the following benefits: Groups are not burdensome life long commitments to people. Instead they will be 10 week cycles for a total of 30 *formal* meetings per year. Groups are free to meet beyond that but individuals are not required to do so

Furthermore, groups are not burdened with sudden “drop in members” who unexpectedly parachute into a group. Newcomers will have the first 2 weeks of a semester to opt into groups with available space and then 8 more weeks to decide if they want to make this a permanent home.

After 2 weeks the group will be closed to newcomers until the following semester.

New members will receive a “get out of jail” card that they can use during their first 3 weeks in a group if they feel that they don't fit. They can move to a new group, upon approval from a pastor, only once during that time but within that semester.

Self selected groups. Three weeks prior to the beginning of a semester and for the first two weeks people looking for Growth Groups will be allowed to “shop” for a group that meets their needs through an online catalogue and post Sunday service opportunities.

#### *What is Mandatory for Growth Group Members?*

- Code of Conducts
- Homework
- Attendance

#### *Why a Code of Conduct?*

A Code of Conduct is a clear way of communicating the leadership expectations of the group members before the group starts. This way awkward moments are minimized when members choose to behave in a way that lets down the group. As our groups only run for 10 weeks per semester the commitment will only be good for 10 weeks and therefore isn't eternally binding. Growth Groups that desire to remain together indefinitely are encouraged to do so... in fact, that's the end goal.

#### *Why Homework?*

During a semester it will be highly encouraged that group members study their sermon notes and think through (with a pencil) some answers to the discussion questions prior to attending their Growth Group. This increases their absorption of the material and increases the educational value of the sermon, and also allows for introverted people, who need to think before they speak to bring their thoughts to the group to share; conversely it causes extroverted personalities, who have the tendency to want to talk through what they are thinking to first slow down and digest the material before they share it, thus reducing the potential of one or two personalities dominating the discussion time.

#### *Why Do You Want to Track my Attendance*

We will be utilizing a very simplistic and semi-automated attendance tracking system in the fall in regards to Growth Group attendees. The intent is not to be nosy or legalistic but this process helps both leaders and church staff in the following ways:

- Numbers don't matter, people do. However, our numbers tell us a lot about how our people are doing.
- Tracking attendance allows us to identify problems individuals may be having with groups.
- If a goal of Growth Groups is to create a place for people to connect this allows us to monitor how people are actually connecting.
- It allows for staff to quickly assess potential problems in groups and work with leaders in finding solutions.
- It can help to pinpoint church wide problems. People vote with their feet.
- It provides support for both the individuals and leaders and allows a third party to intervene if required.

*Do Socials and Service Opportunities Matter?*

We encourage our Growth Groups to socialize together and take on a minimum of one service project outside of the walls of the church per year.

### **LEADER RESPONSIBILITIES CHECKLIST**

- PREPARE FOR AND LEAD THE MEETING
  - Listen to the sermon
  - Complete the homework
  - Listen to the Leader Audio each week
  - Read the weekly Leader Notes
- TRACK PERSONAL PROBLEMS & NEEDS OF GROUP MEMBERS
- COMMUNICATE SPECIAL NEEDS TO PASTORS
- CARE FOR MEMBERS AND THEIR FAMILIES
- VISIT MEMBERS IN THE HOSPITAL
- COMPLETE WEEKLY ATTENDANCE FORMS
- ASSIST WITH GROWTH GROUP SIGN-UPS AT CHURCH BY WORKING THE SIGN-UP TABLES ANY SEMESTER THAT YOUR GROUP HAS OPENINGS FOR NEW MEMBERS
- TO ATTEND ALL TRAINING MEETINGS