



small groups

Leadership Guide

Connect.
Grow.
Lead.



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WELCOME



Welcome to Faith Christian Center's Small Groups. We are excited to have you on board as one of our Small Group Leaders. Our goal is to make sure you have all of the tools and support you need to be successful. We believe this Leadership Guide, along with other resources we will provide, will lay a solid foundation for your success.

Our desire for Small Groups is to have people grow spiritually, build relationships, develop a heart to serve and embrace the call to lead.

Many thanks to you for embracing the call to leadership.

In His Love,

Pastor Sean & Min Erica P. Moore

VISION

Represent Jesus and change the way people see church.

WHAT WE DO

Offer biblical teaching and dynamic worship

Demonstrate the love of God

Raise and train up leaders to impact the world

Create community through small groups

Honor our code of values in how we serve

Serve our community through outreach

Leave a legacy for future generations through generosity

SMALL GROUPS AT FAITH CHRISTIAN CENTER

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 relationships and grow spiritually at Faith Christian Center (FCC).

Your role as a Small Group Leader is a vital part in having successful Small Groups at FCC. You will be responsible for covering your group in prayer, developing relationships with the group participants, and serving as a resource. You will also help grow and strengthen other leaders. The model for leadership in Small Groups 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



THREE AREAS OF FOCUS FOR LEADING

1. Connect

Cultivate a personal relationship with your group participants. Take time to get to know them. Learn about their story, spiritual journey, and what motivates them to participate in Small Groups. Knowing them on a personal level not only helps you serve them well, but also aligns you with how God tells us to care for the people we influence.

Be sure you know the condition of your flocks, give careful attention to your herds.

PROVERBS 27:23 NLT

Throughout the semester, regularly communicate information that will help group participants stay connected. This can include reminding them to pray for the group, read or study a particular Bible text, or book selection prior to the next group meeting.

2. Grow

We are called to identify and develop leaders.

The harvest is great, but the workers are few. So pray to the Lord who is in charge of the harvest, ask him to send more workers into his fields.

LUKE 10:2 NLT

- Be aware of potential leaders in your group.
- Some things to look for in potential leaders: active participation, a willingness to help, spiritual growth, and a connection to the life-giving culture of Small Groups.
- Once you have identified them as a potential leader, encourage them to submit the Lead A Small Group form at fcc-phx.com/get-connected/small-groups.

3. Lead

As leaders we are called to serve one another.

But among you it will be different. Whoever wants to be a leader among you must be your servant, and whoever wants to be first among you must become your slave. For even the Son of Man came not to be served but to serve others and to give his life as a ransom for many.

MATTHEW 20:20-26 NLT

Philippians 2:3 admonishes us to let nothing be done through selfish ambition or conceit, but in lowliness of mind let us esteem others better than our self. It takes great grace, humility and love to serve others. Yet, this is what God has called us to do. Even Jesus said that He came not to be served but to serve and to give His life for many (Mark 10:45). So as a small group leader, we are to follow His example and encourage others to do the same.

BEING AN EFFECTIVE SMALL GROUP LEADER

Here are seven principles that will be instrumental in helping you become an effective leader of Small Groups.

1. **Have a passion for leading a healthy and engaged small group.**

As the leader, you should foster a warm and welcoming environment. The first 30 minutes of your small group should be dedicated to 'hang-out time.' This will allow people to interact and get to know each other, and give you time to introduce yourself to new participants and personally welcome them to the group. This should help eliminate any feelings of anxiety or awkwardness. Make sure you allow time for the other group participants to introduce themselves, as well.

Food

Food helps to open people up, and they become more relaxed and talkative as a result. Having food available during your 'hang-out time' would be ideal. If it is not feasible to have food, (depending on the time of day your group meets) you can provide snacks. Once the group is established, the option for others to bring food can also be introduced.

Within each group meeting, make sure to incorporate time for group sharing, making sure to protect the discussion from being dominated by "discussion hijackers." These are wonderful individuals to have in your group because they keep the discussion going, but without guidance, they can take over the discussion and leave very little room or time for others to actively participate. From time to time you may need to gently guide your more dominate members by saying something to the effect of, "John, we always value your input, and thank you so much for sharing. Let's see if anyone else has something to add."

2. **Prepare for the group meeting.**

Always be prepared for the group meetings. If you are not the one leading the actual meeting make sure that the individual who will be leading is prepared and has all the tools and resources they need to run a successful meeting.

Communication

A day or two before the group meeting, send a confirmation to those who have expressed interest in your group. Be sure to remind them when and where the group will be meeting. You may communicate via phone, text, social media, or email. You may also want to confirm whether or not they are coming so you can be prepared. Give them your phone number in case they get lost. Also, be sure to remind the group members in advance, of any reading or other assignments that need to be completed prior to the group meeting.

Start and End on Time

Ensure the meeting space is prepped and ready for the team's arrival at least 30 minutes ahead of start time. Make sure you start and end on time. For example, if the small group meeting is from 7:00 p.m. – 9:00 p.m. You may want to have

'hang-out time' from 7:00 – 7:30 and start the group discussion right at 7:30. Hang-out time is optional, but highly recommended. At 8:50 you should start wrapping things up, so you can dismiss by 9:00 p.m.

3. Be sensitive to the mood of the group.

Ask Holy Spirit to help you discern whether there is hurt, confusion, frustration, sadness or strife in the group dynamic that needs to be addressed.

4. Pray for group members daily.

Make it a part of your routine prayer time to pray for your group members and their families. You may also want to share the list of group members with the entire group and encourage them to pray for one another, as well. You will be amazed at how praying for one another will help to strengthen the camaraderie amongst the group.

5. Invite others to attend your small group meetings.

Some people are more comfortable attending a small group meeting than they are attending church. So, your small group may be a perfect place for individuals to learn about God and His Word without the inhibitions of having to come to a church building. Of course, we pray that they would eventually want to visit a Bible based church, but it is not a prerequisite for attending a small group. It is recommended that group sizes range from 15 – 20 participants, in order to maintain a small group feel and give people an opportunity to really get to know one another. So, keep this in mind as you are extending the invitations. If your group size starts to grow beyond 20 plus, it may be time to consider starting another group at the start of the next semester.

6. Plan group fellowship activities.

The purpose of the fellowship activities is simply to foster relationships and build community. Planning a group fellowship activity is a great opportunity to get other group participants involved. Be sure to solicit for fun creative ideas. Rather than take up time during the small group meeting, you may want to ask for a volunteer to lead the 'fellowship activity' team. These individuals can brainstorm ideas, coordinate the activities, etc.

7. Be intentional about your personal, spiritual and leadership growth.

Ask yourself, what am I doing to continue to grow in these areas? As a leader, you can't constantly pour into others without ongoing self-development. On a personal level you need to be intentional about enhancing the quality of your life. Pursue your dreams and aspirations. Incorporate enjoyable moments in your life. What talents or potential do you have that you need to spend time developing? Schedule time to focus on these areas.

Spiritually, the focus should be on becoming more and more like Jesus Christ. Spiritual growth is best described in 2 Peter 1:3-8, which tells us that by God's power we have "everything we need" to live lives of godliness, which is the goal of spiritual growth. Notice that what we need comes "through our knowledge of Him," which is the key to obtaining everything we need. As we seek spiritual growth, we should ask God for wisdom concerning the areas He desires us to grow in.

Growing as a leader is crucial. Be a life-long learner. There are thousands of books available to support leadership growth and development. So, grow as a leader by becoming a reader. If you are not fond of reading, many books are now available on audio. Attending leadership conferences and workshops are also helpful. The great news is that many conferences or leadership events are now being offered online at costs that are much less than attending in person. Build relationships with other leaders. If necessary, partner with a mentor or someone who is experienced and can provide wise counsel that will improve your leadership abilities. In turn, be open for opportunities to mentor others based on your experience as a leader.

NEXT STEPS

One of the best resources you can have as a Small Group leader is our Next Steps Brochure. Have copies available to hand-out to new converts or those who re-commit their lives to Christ at your Small Group meetings. Copies of the Next Steps Brochure are available at Faith Christian Center. This resource is also available online at www.fcc-phx.com/nextsteps. The topics highlighted in this brochure are:

- Finding a Good Church Home
- Regular Church Attendance
- Prayer & God's Word
- A Spirit Filled Life

“And you shall love the Lord your God with all your heart, with all your soul, with all your mind, and with all your strength. This is the first commandment. And the second, like it, is this: ‘You shall love your neighbor as yourself.’ There is no other commandment greater than these.”

MARK 12:30-31 NKJV

QUESTIONS/COMMENTS?
Email smallgroups@fcc-phx.com

