

# CONNECT Group Leader Expectations

---

## **QUALIFICATIONS:**

- Committed to Christ for at least a year
- Committed to integrity, character, and spiritual growth
- Skills/Abilities:
  - Leadership, Shepherding, and/or Facilitating – strength in one of these three
  - Social skills – Have a track record of relating and connecting with others

## **PREPARE FOR AND LEAD THE MEETING:**

- Listen to the sermon
- Complete the homework
- Read the weekly Leader Notes

## **CARE FOR MEMBERS AND THEIR FAMILIES:**

- Track personal problems & needs of group members
- Communicate special needs to the Pastor
- Visit members in the hospital

## **COMPLETE WEEKLY ATTENDANCE ROSTERS**

## **ASSIST WITH CONNECT GROUP SIGN-UPS BY WORKING THE SIGN-UPS TABLES PRIOR TO ANY QUARTER THAT YOUR GROUP HAS OPENINGS**

## **ATTEND ALL TRAINING MEETINGS:**

- Essentials (New Leader & Host training) – Saturday, August 27, 2016, from 8:30am to 12:30pm  
- located in the Youth Room
- Mid-Quarter Trainings (All Connect Leaders & Hosts) - October/November & February/March;  
exact dates to be announced

# CONNECT Group Host Expectations

---

## **QUALIFICATIONS:**

- Committed to Christ for at least a year
- Committed to integrity, character, and spiritual growth
- Skills/Abilities:
  - Hospitality, Support, Shepherding, and/or Facilitating – strength in one of these four
  - Social Skills – have a track record of relating and connecting with others

## **PROVIDE A CLEAN AND COMFORTABLE HOME:**

- Key Questions:
  - Is my house clean and picked up by the meeting time?
  - Do I have enough comfortable chairs?
  - Do I have enough lighting?
  - Is my house free of pet odors?
  - Are my children interrupting the group?

## **PROVIDE A WARM AND FRIENDLY ENVIRONMENT:**

- As part of the leadership team, your job is to help your members feel loved, accepted, and welcome.

## **PROVIDE SUPPORT AND FEEDBACK FOR THE LEADER:**

- One of the host's jobs is to discuss and evaluate the group with the leader on a regular basis. This can often be done informally after everyone leaves.
- Another way to help the leader is to jump start the discussion when it lags.

## **HELP THE LEADER CARE FOR THE MEMBERS AND THEIR FAMILIES:**

- Track personal problems & needs of the group members

## **ORGANIZE WEEKLY REFRESHMENTS, QUARTERLY POTLUCKS, SOCIALS, & COMMUNITY SERVICE PROJECTS.**

## **ATTEND ALL TRAINING MEETINGS:**

- Essentials (New Leader & Host training) – Saturday, August 27, 2016, from 8:30am to 12:30pm - located in the Youth Room
- Mid-Quarter Trainings (All Connect Leaders & Hosts) - October/November & February/March; exact dates to be announced.

# Leader Notes/Agenda – 1<sup>st</sup> Night

---

## MAKE YOUR FIRST NIGHT GREAT

### Goals of the First Meeting

- Rekindle relationships and meet new members
- Clarify your group's direction/expectations/commitments using the covenant
- Briefly discuss the sermon topic (if there is time)
- Pray for the building of relationships and spiritual growth of the group

### Items needed for the First Meeting

- Dinner/Dessert plans decided
- Connect Group Covenants – small ones to handout and a large one for everyone to sign
- Name tags (host should write them out ahead of time)

### Contact Your Group in Advance

- Contact all members one week before the first meeting to welcome them to the group and inform them of the locations and time of your group, as well as, any entrees to bring for dinner.

## 3 ESSENTIAL PARTS OF YOUR EVENING AGENDA

### #1 Welcome, mingle, and talk while you eat

- **Leadership tip** – Studies show that the first 7 seconds a person spends in a room can make or break the remainder of the experience in that room.
  - People greeted when they arrive
  - Drinks available when people arrive
  - Upbeat music playing
  - House cleaned; phone off, if possible

### #2 Think through the uniqueness of your first group discussion. *GOING OVER THE COVENANT IS CRUCIAL*

- Let people know your meeting is going to start in about 5 minutes
- Why it is unique – getting to know each other, setting expectations
- a) **Sharing**
  - Refer to homework - Take time to do a few of the getting to know you questions
  - Sharing guidelines - Explain the purpose of sharing exercises; Getting to know one another casually (in new groups) or reacquainting with each other (continuing groups)
  - Note to returning leaders – feel free to adapt the sharing exercises based on the number of new members. All groups are encouraged to do some of the getting to know you questions.
- b) **Worship (optional)**
- c) **THE COVENANT – SET EXPECTATIONS AND VISION**
  - Everything rises and falls on how this is communicated
  - Distribute the Covenant
  - Go over the Covenant (see Leader's Guide)
  - MAKE PLANS FOR YOUR SOCIAL
- d) **Prayer**
  - For New Groups...Introduce the idea of topical prayer**
    - Everyone participates
    - Brief one topic at a time
    - Pray as many times as you want
    - Ask your host to close in a brief prayer dedicating the next quarter to God
  - For Continuing Groups...**
    - You are encouraged to do something (prayer booklet or sheet) that will help people record their prayer requests and answers to prayer during the quarter

### #3 Know that your dessert conversations are just as important as your meeting discussion

- **Leadership tip** – Never underestimate the significance of the time after the meeting. It is key to connect with people and find out more what people are all about

# Connect Group Feedback

We are constantly working to improve the Connect Groups ministry & we need your help! This is the time in the quarter that we as for feedback about your group. This information is very helpful; to your Connect group Leader and host, as well as, the entire Connect Group Staff. Please answer candidly so that we can evaluate, both, our strengths *and* weaknesses.

Leader's Name: \_\_\_\_\_ Your Name: \_\_\_\_\_

## YOUR GROUP

- 1) On a scale of 1-5 (5 is outstanding, 1 is poor) Please rate the following for your group:  
\_\_\_ Prayer Time \_\_\_ Group Discussion/Study \_\_\_ Singing (if applicable) \_\_\_ Group Overall
- 2) Has your group helped you grow in any of the following areas? (check any that apply)
  - Weekly encouragement to stay focused on Jesus
  - Read and apply Scripture beyond weekend services
  - Personal study of God's Word
  - Process life decisions
  - Support in life's challenges
  - Other \_\_\_\_\_
- 3) Are you comfortable with the number of people who participate in your group discussions?  
(i.e.: do more people need to share, do some members dominate discussion, do you feel you had an opportunity to share?)  
\_\_\_ Yes, I felt comfortable with our discussions  
\_\_\_ No, I felt our discussion time needed improvement

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## YOUR LEADERS & HOSTS

- 1) When it comes to listening skills, my Leader is:  
\_\_\_ Excellent \_\_\_ Above Average \_\_\_ Average \_\_\_ Below Average
- 2) In your opinion, should your Leader talk more or less during meetings? \_\_\_ More \_\_\_ Less \_\_\_ No change  
Comments: \_\_\_\_\_
- 3) Using the same 1-5 scale, please rate the following to help your Hosts improve your meetings:  
\_\_\_ Seating arrangements \_\_\_ Lighting \_\_\_ Temperature \_\_\_ Refreshments \_\_\_ Socials
- 4) Other comments about your Leaders & Hosts:  
\_\_\_\_\_

## YOUR SERVICE PROJECT

- 1) What service project did you participate in? \_\_\_\_\_
- 2) Rate your experience (low) 1 2 3 4 5 (high)

## THE HOMEWORK

- 1) Using the same 1-5 scale, please rate:  
\_\_\_ Overall quality of homework
- 2) Do you think the homework is: \_\_\_ Too long \_\_\_ Too short \_\_\_ Ideal length  
Explain: \_\_\_\_\_
- 3) Do you have any suggestions for improving the quality of the homework (how to better encourage spiritual growth & connection with others)?  
\_\_\_\_\_  
\_\_\_\_\_

## YOUR PLANS

For the next Connect Group quarter, I am planning on:

- \_\_\_ Continuing in the same group  
\_\_\_ Taking a break from Connect Groups  
\_\_\_ Trying a new group

# Connect Group Covenant

TRIAD BAPTIST CHURCH

Date: \_\_\_\_\_

Leaders: \_\_\_\_\_ Ph # \_\_\_\_\_

Hosts: \_\_\_\_\_ Ph # \_\_\_\_\_

Small groups thrive on participation! The purpose of this covenant is to help you to discuss and clarify your group's goals, expectations, and commitments.

## **CONNECT GROUPS: THEIR PURPOSE**

Connect groups exist to promote spiritual maturity and personal growth through meaningful Christian relationships and study of God's Word (Romans 8:29; Hebrews 10:24-25). We will do this by focusing on four primary activities:

### **SHARE**

Each week we will take time to share what is happening in our lives. At first this sharing will include planned "sharing questions". But, after the first few weeks, it will become more informal and personal as we feel more comfortable.

### **STUDY**

Each week we will study a section from God's Word that relates to the previous weekend's sermon or an appropriate personal growth topic. Our goal is to learn how to live out our Christianity in everyday life.

### **SUPPORT**

Each week we will learn how to take care of one another as Christ commanded (John 15:9-13). This care can take many forms such as prayer, encouragement, listening, challenging one another, and meeting real needs.

### **SERVE**

Spiritual Growth is fostered not only by what we gain through the support and input of others; but, also, through service to others. The role each of us fills is important to the health of the church and for us to be the hands and feet of Jesus to our community (Ephesians 4:11-16). Throughout the quarter, it is our hope that you can find and/or be affirmed in the ways God has designed you to serve and make a difference for Christ.

## **FIVE MARKS OF A HEALTHY GROUP**

For our group to be healthy, we need to...

- 1) Make spiritual growth our number one priority (Romans 8:29)
- 2) Accept one another (Romans 15:7)
- 3) Take care of one another (John 13:34)
- 4) Treat each other with respect (Ephesians 4:25-5:2)
- 5) Keep our commitments to the group (Psalm 15:1-2, 4b)

## GUIDELINES & COVENANT

---

- 1) **Date** We will meet on \_\_\_\_\_ nights for \_\_\_\_ weeks. Our final meeting of this quarter will be on \_\_\_\_\_.
- 2) **Time** We will arrive between \_\_\_\_ & \_\_\_\_ and begin the meeting at \_\_\_\_\_. We will spend approximately \_\_\_\_ minutes in singing (optional), \_\_\_\_ minutes in study/discussion, and \_\_\_\_ minutes in prayer/sharing.
- 3) **Children** Group members are responsible to arrange child care for their children. Nursing newborns are welcome – provided they are not a distraction to the group!
- 4) **Study** Our studies will focus on the same topic covered in the previous Sunday’s sermon or an appropriate personal growth topic. Our goal is to live out our Christianity in everyday life.
- 5) **Prayer** Prayer for one another.
- 6) **Homework & Attendance** Joining a Connect Group requires a commitment to attend each week and do the homework ahead of time. Obviously, allowances are made for sickness, vacation, work conflicts, and other special events – but not much more!  
**If we cannot meet we will call:** \_\_\_\_\_
- 7) **Desserts –**
- 8) **Social & Service Projects –**
- 9) **Other-**

**We agree together in Christ to honor this covenant.**  
(To be decided by each person on or before the third week.)

- |          |           |
|----------|-----------|
| 1. _____ | 10. _____ |
| 2. _____ | 11. _____ |
| 3. _____ | 12. _____ |
| 4. _____ | 13. _____ |
| 5. _____ | 14. _____ |
| 6. _____ | 15. _____ |
| 7. _____ | 16. _____ |
| 8. _____ | 17. _____ |
| 9. _____ | 18. _____ |

## LEADERS GUIDE – CONNECT GROUP COVENANT

---

This form is downloadable at: [tbcnow.org](http://tbcnow.org) (available September 2016)

When discussing – use the proactive leadership style - clear direction, yet flexible

Leaders: \_\_\_\_\_ Ph# \_\_\_\_\_

Hosts: \_\_\_\_\_ Ph# \_\_\_\_\_

Small groups thrive on participation! The purpose of this covenant is to help you to discuss and clarify your group's goals, expectations, & commitments.

### **CONNECT GROUPS: THEIR PURPOSE**

Connect groups exist to promote spiritual maturity and personal growth through meaningful Christian relationships and study of God's Word (Romans 8:29; Hebrews 10:24-25). We will do this by focusing on four primary activities:

#### **SHARE**

Each week we will take time to share what is happening in our lives. At first this sharing will include planned "sharing questions". But, after the first few weeks, it will become more informal and personal as we feel more comfortable.

#### **STUDY**

Each week we will study a section from God's Word that relates to the previous weekend's sermon or an appropriate personal growth topic. Our goal is to learn how to live out our Christianity in everyday life.

Our goal is to interact personally on the topic and how we can practically follow Christ, not to answer all the questions.

#### **SUPPORT**

Each week we will learn how to take care of one another as Christ commanded (John 15:9-13).

This care can take many forms such as prayer, encouragement, listening, challenging one another, and meeting real needs.

#### **SERVE**

Spiritual Growth is fostered not only by what we gain through the support and input of others; but, also, through service to others. The role each of us fills is important to the health of the church and for us to be the hands and feet of Jesus to our community (Ephesians 4:11-16). Throughout the quarter, it is our hope that you can find and/or be affirmed in the ways God has designed you to serve and make a difference for Christ.

### **FIVE MARKS OF A HEALTHY GROUP**

For our group to be healthy, we need to...

- 1) Make spiritual growth our number one priority (Romans 8:29)
  - Tangents – they are OK, sometimes; but, at times, we need to be refocused. We'll need to keep spiritual growth our focus and stay on topic.
- 2) Accept one another (Romans 15:7) *We will have different preferences.*
- 3) Take care of one another (John 13:34)
  - When crisis happens we are there to help with support, prayer, encouragement, listening, meals, etc.
- 4) Treat each other with respect (Ephesians 4:25-5:2)
  - Listen to one another. If one's talking, let's all listen. Nothing is worse than two conversations going one at once.
  - Our goal is to listen, not give advice. (Advice is given when asked for). We are not here to judge or fix – unless asked. An example of giving advice is by saying, "Well, this is what I think you should do." On the other hand, that doesn't mean we can't question what is said or what someone is doing.
  - Some of us have the "gift of gab", also known as a dominator – be careful, as a leader, I might have to help you.
  - Be careful of gossip prayers. For example "we need prayer for (person's name) because they are doing this..."
  - No put-downs.
  - What is said here, stays here – unless, of course, what's shared would be harmful to yourself or someone else, and/or is it as the leader need to seek counsel on how to respond to an issue in the group.
- 5) Keep our commitments to the group (Psalm 15:1-2, 4b)
  - Please give us a call if you cannot make it to Connect Group so we can know what's going on and how to pray for you.

## LEADERS GUIDE - GUIDELINES & COVENANT

---

- 1) **Date** We will meet on \_\_\_\_\_ nights for \_\_\_\_ weeks. Our final meeting of this quarter will be on \_\_\_\_\_. *Fill in blanks*
- 2) **Time** We will arrive between \_\_\_\_\_ & \_\_\_\_\_ and begin the meeting at \_\_\_\_\_. We will spend approximately \_\_\_\_\_ minutes in singing (optional), \_\_\_\_\_ minutes in study/discussion, and \_\_\_\_\_ minutes in prayer/sharing. *Fill in blanks*
- 3) **Children** Group members are responsible to arrange child care for their children. Nursing newborns are welcome – provided they are not a distraction to the group!
- 4) **Study** Our studies will focus on the same topic covered in the previous Sunday’s sermon or an appropriate personal growth topic. Our goal is to live out our Christianity in everyday life. *Not to answer every question.*
- 5) **Prayer** Prayer for one another. *You’ll go over tips on topical prayer the second week of group. Remember, being forced to pray in group for just the idea of it can cause people to not want to come to your group. If you have new people in your group, you might want to say something like this: “It’s exciting to see how God works in our lives through prayer. We, also, realize prayer in groups is something many have never done. Know that you will never be forced to pray.” Let them know you’ll talk more in the weeks to come on how we do group prayer and that we break a lot of the stereotypes of what it means to pray.*
- 6) **Homework & Attendance** Joining a Connect Group requires a commitment to attend each week and do the homework ahead of time. Obviously, allowances are made for sickness, vacation, work conflicts, and other special events – but not much more!  
*This commitment is the key to a healthy group.*  
**If we cannot meet we will call:** \_\_\_\_\_
  - *Emphasize the importance of the commitment to attendance and preparation. (a good group starts with good preparation*
  - *Make sure that everyone is with you. (Do we agree? Is this what we want? Make eye contact, etc.)*
  - *Most weeks require 20-30 minutes of homework to prepare for the group study & discussion.*
- 7) **Desserts –** *Have everyone sign up for a night to do dessert.*
- 8) **Social & Service Projects -** *Emphasize the importance of a quarterly social and service project. As a leader and host, have 2 or 3 suggestions ready and 2 or 3 potential dates. Choose a date or ask the group to bring their calendars next week. New groups are preferred to have their social by mid-quarter.*
- 9) **Other-** *Have the members to sign the group covenant now if they are ready. If not, they are welcome to wait until the third week of the quarter.*

**We agree together in Christ to honor this covenant.**

1. _____	10. _____
2. _____	11. _____
3. _____	12. _____
4. _____	13. _____
5. _____	14. _____
6. _____	15. _____
7. _____	16. _____
8. _____	17. _____
9. _____	18. _____



# LEADERSHIP COVENANT – TRIAD BAPTIST CHURCH

(applies to church staff, teachers, deacons, Connect Group Leaders, and leaders of church ministries)

*Having been led by the Lord to accept a position of responsibility at Triad Baptist Church, I will:*

1. Cooperate with the leadership of the Lord and the church for the cause of Christ and the advancement of the ministry.
2. Pledge my faithfulness to the Lord and to the church to fulfill the responsibility for seeing that the job is done in a fashion that will glorify the Lord.
3. Never be absent from my place or responsibility without making sure that provision has been made for my absence by an approved worker, so as not to hinder the ministry.
4. Support the total ministry of the church with my attendance, setting an example of faithfulness in all worship services.
5. Give regularly and cheerfully to the financial support of the church as outlined in God's Word in Malachi 3, Luke 10, and II Corinthians 9.
6. Strive for unity in the church and avoid all gossiping and excessive anger.
7. To abstain from the use of intoxicating drinks as a beverage.
8. To make every effort to participate in any training session that involves my area of responsibility.

Name Printed \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

*\*Please sign and date this form, then return it to either your coordinator or the church office ASAP.*