

**FACILITATOR EXPECTATIONS****Qualifications**

- Committed to Christ for at least a year
- Committed to integrity, character and spiritual growth
- Skills/Abilities
  - Leadership, shepherding 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 message
- Complete message discussion questions

**Communicate Special Needs to Coach or Groups Director****Develop Co-leader/Apprentice****Care for Members and Their Families****Populate Your Group in My DCC and Update Changes**

If you have trouble accessing your group in My DCC, contact Bri at [bmorrison@doorcreekchurch.org](mailto:bmorrison@doorcreekchurch.org).

## MAKE YOUR FIRST NIGHT GREAT

### Goals of the First Meeting

- Begin to build relationships, rekindle relationships and meet new members
- Clarify your group's direction, expectations, and commitments using the covenant
- Briefly discuss the sermon topic (if there is time)

### Items Needed for the First Meeting

- Dinner, Dessert or Snack plans decided
- Life Group covenants - one to share with group and handouts to everyone
- Nametags (optional)

### 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 location and time of your group, as well as anything to bring.

## THREE ESSENTIAL PARTS OF YOUR EVENING AGENDA

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

Leadership Tip: *Studies show that the first seven seconds a person spends in a room can make or break the remainder of their 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 ideal.

- Let people know your meeting is going to start in about five minutes
- Why it is unique—getting to know each other, setting expectations

#### A. SHARING

- Sharing guidelines—explain the purpose of sharing exercises
- Getting to know one another casually in (new groups) or reacquainting with each other (continuing groups)
- Take time to do a few "getting to know you/catch up" questions.
- Note to returning leaders—feel free to adapt the sharing questions based on the number of new members. All groups are encouraged to do some of the "getting to know you/catch up" questions.

#### B. BRIEF MESSAGE DISCUSSION

- Pick out 1-2 questions from "Dig In" section of the message Group Guide.

#### C. THE COVENANT

- Set the Expectations and Vision

## **D. PRAYER**

For New Groups...introduce the idea of topical prayer

- Encourage everyone to participate as they feel comfortable
- Brief prayer
- One topic at a time
- Pray as often as you want
- Ask your host or apprentice to close in a brief prayer dedicating group to God

For Continuing Groups...

- We encourage you to do something that will help people record their prayer request and answers to prayer during the group (example: prayer log or journal).

## **3. Know that your dessert/snack conversations are just as important as your meeting discussions**

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.*