

SERMON-BASED LIFE GROUP
LIFE GROUP LEADER EXPECTATIONS & RESPONSIBILITIES



All Life Group Leaders are expected to do the following:

PREPARE FOR AND LEAD THE MEETING:

- Listen to the sermon
- Complete the homework
- Listen to the Leader Audio each week – this will give you helpful tips for leading your small group as well as keep you on track for upcoming events and important dates. It is designed to share with you insider information appropriate for key leaders within our ministry.

ATTEND ALL TRAINING MEETINGS:

- Essentials (New Leader and Host Training) – Second Saturday of September – 8:30am–12:30pm
- Leader/Host Kickoff (ALL Life Group Leaders and Hosts) – Third Friday of September – 5:45pm–9:00pm

CARE FOR MEMBERS AND THEIR FAMILIES:

As the group leader, you will often be the first line of spiritual defense in the lives of your group members. It will be your responsibility (along with your host) to keep in touch with the people in your group. This includes, but isn't limited to:

- Tracking personal problems & needs of group members
- Communicate special needs to pastors – if an issue arises in which you feel it extends beyond your experience, expertise, or comfort zone
- Visit members in the hospital – when a crisis or illness occurs, your group needs to spring into action. The host is responsible for coordinating with the church (Board of Deacons) in providing meals or practical help if necessary and the Leader (along with the rest of the group) need to be available for prayer and support.
- Send weekly Life Group reminders each week
- Record all prayer requests and email them to everyone in the group each week, reminding group members of their strict confidentiality covenants and agreements.

COMPLETE WEEKLY ATTENDANCE ROSTERS

Group leaders need to turn in a weekly attendance sheet. This can be done online. These attendance sheets are essential. They not only help us track who is in the group, but they also help the pastoral staff keep an overall pulse on the groups as a whole. Regardless of when you meet during the week, these rosters are due NO LATER than the following Monday morning. The Life Group Coordinators meet together first thing Tuesday morning to discuss them.

ASSIST WITH LIFE GROUP SIGN-UPS

You may be requested to help in the foyer before and after services to answer questions and encourage folks to sign up for Life Groups.

LEADER EXPECTATIONS

PROVIDE SUPPORT & FEEDBACK FOR THE HOST:

One of the Leader's jobs is to discuss and evaluate the group with the Host on a regular basis. This often can be done informally after everyone leaves. How is the flow of conversation? Are there people dominating the conversation and others not talking at all? How can we have a more collaborative discussion? Any logistical issues (lighting, sounds, chairs, space) that we need to discuss? Candid feedback between the Leader and Host is essential to a flourishing Life Group.

FUTURE LEADER DEVELOPMENT

You are best suited to discover potential leaders for the future. Near the end of the 10-12 week session, we will reach out to you and ask if there is anyone in your group that you think would make a great future leader of a group. You might even consider having someone from your group assist in your leader duties for a night!

QUALIFICATIONS:

- Committed to Christ, His Word, and His people.
- Attends First CRC faithfully
- Committed to integrity, character and spiritual Life
- Have participated in a sermon-based Life Group before
- Leadership, Shepherding, and/or Facilitating – strength in one of these three
- Spiritual and relational warmth – a growing relationship with Jesus and love for His people