

Adult Small Group Leader

Ministry: Shepherd / Teacher
Position: Small Group Shepherding Leader
Department: Second Base: Maturity
Contact Person: Pastor Coordinator
Trained by: Pastor Coordinator / Small Group Coach
Ministry Description: Lead and facilitate a small group in prayer, Bible study and fellowship; to “shepherd” those in your group and help them reach out to others loving them without strings attached.

Required: Membership -Yes
Participate in Oakbrook’s annual Small Group Training
Make a commitment to participate in the Leadership Community (meets a min. quarterly)
Agreement with the Leadership Covenant
Have successfully completed the Christian Principles Course and moving toward completing the core curriculum of the L³ Institute.

Minimum Maturity Level: (3) Mature, growing believer

Helpful Spiritual Gifts: Teaching, shepherding, hospitality, encouragement, leadership

Passion: Love for God’s Word and people

Time Commitment: Approximately 4 hours per week

Commitment: 1 year of small group ministry
Committed to the standards of the Leadership Covenant

Leadership Responsibilities

A. Build a Ministry Team: Work through others to meet the needs of the group.

It is your responsibility to see that the group is cared for, not to care for each need yourself.

1. Sense God’s calling for you to teach / lead a small group.
2. Seek the Lord's guidance in forming the group's "shepherding team". The ideal is for 2 shepherding couples or 4 shepherding individuals to partner together to lead the group.

The gifts needed in a "home group" include: teaching, shepherding, hospitality, encouragement, leadership, administration.

3. Recruit a minimum of 8 people to join your group.
4. Decide who will initially host/hostess the group (a place to meet and a person responsible for the meeting place).
5. Encourage and enlist others to use their abilities in ministry loving one another and working together as a team. Ideas: worship leader; prayer coordinator; children’s minister (child care provider / baby sitter)

B. Conduct *Life-Changing* Group Meetings: Create an environment for personal growth.

Organize and lead the group meetings which are designed for growth including these elements...

1. Fellowship: Encourage sharing and supportive relationships. Aim at creating a ‘safe place’ for others to share their feelings, hurts and concerns.
2. Teaching: Actual Bible study and application
Allow discussion but keep it focused on the meaning and application of the text. At times ‘side roads’ are ok. But always bring them back to the text. And by all means do not allow gossip and critical discussion to go on.
3. Worship: Praising God for who He is and what He has done.
4. Prayer: sharing intimately with God; interceding for others and God’s work.
5. Power: Consciously depend on God’s Spirit to empower and guide you and the group.

C. Shepherd The Members of Your Group: Oversee and “shepherd” your group.

It is your spiritual responsibility to help care for and nurture your small group members toward becoming growing followers of Christ

1. Pray for your meeting time and for each member of the group.
2. Develop personal relationships with everyone in your group.
3. Be available to help baptize, lead communion, collect offerings for those in need, etc.

D. Expand the Ministry: Share leadership with others and start new groups.

The litmus test for leadership is how we develop new leaders. (2 Tim 2:2)

1. Use the *open chair* to invite others to your group.
 - ~ By life, word and deed nudge your group to invite and “include” others.
 - ~ Invite prospective new members to social events with your group.
2. “Mentor” each other in leadership skills. Include others in as many of your leadership activities as you can. Allow others to help you lead.
3. Remind your group from the beginning that one of your objectives is to grow as a group and to "spin off" new groups as it does.