



beLoved
CITY CHURCH

SMALL GROUP Leaders

Video: Join Pastor Angela as she journeys with you through this handbook. We suggest right clicking on the video to open link in new tab or window. If you prefer, you can pre-print this handbook or watch the video on a separate device.

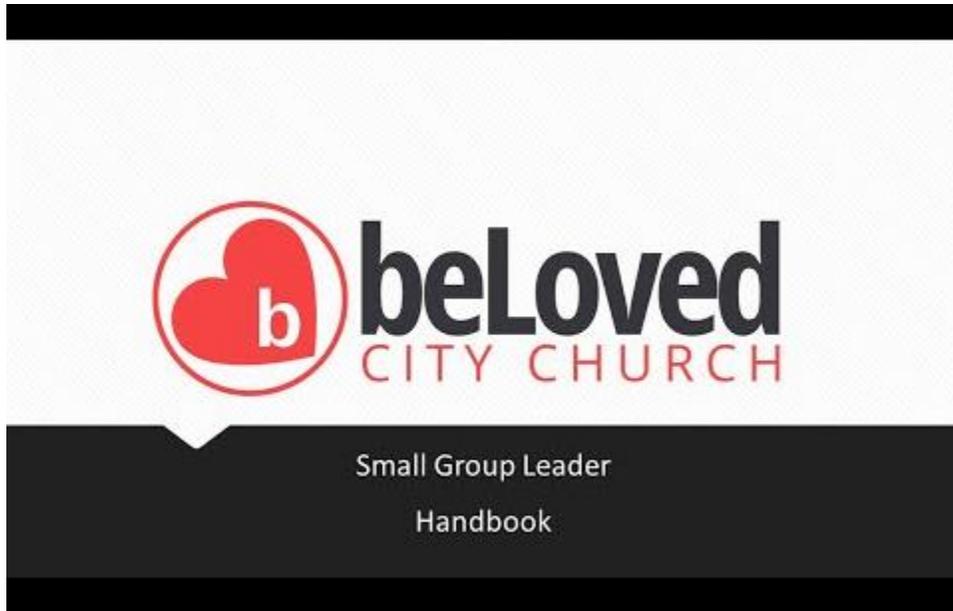


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All Scripture is from the New International Version unless otherwise noted.

WHY SMALL GROUPS EXIST

Small Groups have one, simple purpose—to bring people together. We believe God created us to live in community with others and only then can we experience the full life He intends for us.

We believe life change happens in the context of _____

Meaningful relationships can be hard to find, and Small Groups exist to make life-changing relationships relevant and accessible to you.

Two are better than one, because they have a good return for their labor: If either of them falls down, one can help the other up. But pity anyone who falls and has no one to help them up. Also, if two lie down together, they will keep warm. But how can one keep warm alone? Though one may be overpowered, two can defend themselves. A cord of three strands is not quickly broken.

ECCLESIASTES 4:9-12

Beloved City Church Small Groups Model

At Beloved City Church, we believe our church must grow _____
and _____ at the same time.

We grow larger to reach as many people as possible with the life-giving message of Jesus. We gather in Small Groups to build community and care for people.

Beloved City Church is a church _____ Small Groups, not a church _____ Small Groups.

We base our Small Group model on the early church as described in the Bible in the book of Acts. In Acts, you can read about the tremendous growth of the first church in Jerusalem, where small group meetings in homes helped lay the foundation.

Day after day, in the temple courts and from house to house, they never stopped teaching and proclaiming the good news that Jesus is the Messiah.

ACTS 5:42

Small Groups offer people...

1. A Place to _____

Yes, whatever a person is like, I try to find common ground with him so that he will let me tell him about Christ and let Christ save him.

1 CORINTHIANS 9:22 TLB

We were not made to do life alone. God created us for community, and Small Groups provide a place to connect with others, share life, and grow in faith together.

2. A Place to _____

We know what real love is because Jesus gave up his life for us. So we also ought to give up our lives for our brothers and sisters.

1 JOHN 3:16 NLT

It is through life together that our problems become smaller, and God uses others to bring support and encouragement to our lives. Small Groups become a place where others don't just know your name, but care about what is happening in your life and want to support you in your spiritual journey.

3. A Place to _____

As iron sharpens iron, so one person sharpens another.

PROVERBS 27:17

We believe every person is created with God-given potential to make a difference in the world. Small Groups are a place you can grow with others to become more like Jesus and reach the potential God has put inside you.

WHAT A SMALL GROUP LOOKS LIKE

Your Life is Your Group

At Beloved, we use a _____ approach to Small Groups. This means we want people to gather together based on the things they enjoy and are important to them. Essentially, the things you are already doing in your life are the things that can make up your Small Group!

Free market leaders form their group around their _____ or _____.

From sports groups to lunch groups, mom groups to student groups, Bible study groups to creative arts groups, our groups are as varied as we are. All groups fall within one of seven hubs.

1. Men
2. Women
3. Marriage & Family
4. Students
5. Freedom
6. Outreach
7. Prayer

Group Structure

Groups meet throughout the year in three possible semesters.

- Winter/Spring - 13 Weeks
- Summer - 6 Weeks
- Fall - 13 Weeks

Groups meet _____ during each semester.

Groups meet in a variety of places like homes, parks, restaurants, coffee shops and office buildings.

New groups start every semester making it easy to build community and enjoy different types of groups.

No matter what your group meets about, each meeting should be made up of four things:

1. _____

Laid back time for group members to talk and get to know each other.

2. _____

This will vary based on what kind of group you're leading. It could be an activity like Frisbee or outreach or a discussion about a book or Sunday message.

3. _____

Ask for prayer requests from group members and pray at the beginning and/or the end of each group meeting.

4. _____

This is what differentiates your Small Group from your neighborhood supper club. Whether it's through activities or discussion, always find a way to include the Word of God. This can be as simple as sharing something God is teaching you with the group or talking about a verse you read that week.

Small Groups are not a place for...

- Business
- Offerings
- Unapproved materials or speakers
- Controversial topics

Your Role as a Small Group Leader

God has a part for all of us to play in the church, and Small Group Leaders come alongside the pastors and leaders of Beloved to help care for people.

Now these are the gifts Christ gave to the church: the apostles, the prophets, the evangelists, and the pastors and teachers. Their responsibility is to equip God's people to do his work and build up the church, the body of Christ. This will continue until we all come to such unity in our faith and knowledge of God's Son that we will be mature in the Lord, measuring up to the full and complete standard of Christ.

EPHESIANS 4:11-13 NLT

The primary role of a Small Group Leader is to help group members _____ further in their walk with God.

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

PROVERBS 27:23

Help people find their next step in growing deeper in relationship with God and the church. People in your group will be at different places in their spiritual lives and each person will have different next steps to take. Here is a guide of some next steps you can help people take:

- Start attending Sunday services
- Start reading the Bible regularly
- Start praying regularly
- Be water baptized
- Complete the Growth Track
- Join the GROW Team
- Contribute to church community with time, talent, and treasure
- Invite a friend or neighbor to church or a Small Group
- Attend a Small Group Leadership Training to become a Small Group Leader

How to be a successful Small Group Leader

1. _____ for the members of your group.
2. Consider partnering with a _____ to help share the responsibility of caring for and leading your group.
3. _____ with group members between weekly meetings through phone, email, text, social media, or face-to-face. Encourage group members to connect with each other throughout the week as well.
4. Have _____ through laughter and by creating an enjoyable environment.
5. Respect people's _____ by beginning and ending your group on time.
6. _____ group members to attend church services and events with you such as serve days, conferences, or outreach opportunities.
7. _____ the group around a member going through a crisis. Use wisdom and be sensitive.

The Importance of Prayer

Prayer is a _____ of our church, and it is important for your Small Group.

If my people, who are called by my name, will humble themselves and pray and seek my face and turn from their wicked ways, then I will hear from heaven, and I will forgive their sin and will heal their land.

2 CHRONICLES 7:14

How to pray for your group:

- Pray for any requests group members share.
- Ask for the presence of the Holy Spirit in your group.
- Pray that God will open people's hearts to hear His truth.
- Pray for authentic community to develop.
- Pray for wisdom and strength to lead your group well.

Confidence as a Small Group Leader

If you only do what you feel comfortable doing, you don't need God. God's best is often found outside your comfort zone. When you serve God and people by leading a Small Group, He will equip you and give you the strength and wisdom to lead well.

For I can do everything through Christ, who gives me strength.

PHILIPPIANS 4:13 NLT

For God has not given us a spirit of fear and timidity, but of power, love, and self-discipline.

2 TIMOTHY 1:7 NLT

When you feel uncertain about leading a group, use Scripture to overcome the lies of the enemy:

1. When you feel like you don't have the time, remember _____, and His timing is perfect.

If you wait for perfect conditions, you will never get anything done.

ECCLESIASTES 11:4 TLB

2. When you feel unqualified, remember _____.

It is not that we think we are qualified to do anything on our own. Our qualification comes from God. He has enabled us to be ministers of his new covenant.

3. When you feel like your past disqualifies you, remember _____.

Praise be to the God and Father of our Lord Jesus Christ, the Father of compassion and the God of all comfort, who comforts us in all our troubles, so that we can comfort those in any trouble with the comfort we ourselves receive from God.

2 CORINTHIANS 1:3-4

When you feel like you don't know how to help someone in your group, remember ESPN:

E: Encourage

S: Share Scripture

P: Pray

N: Next Steps

Leadership Support

As a Small Group Leader, you are never alone in creating community. We have pastors and GROW Leaders who are all working alongside you to invest in great Small Groups at Beloved.

How to create good group dynamics:

- Set expectations.

A key to helping people feel comfortable in your group is to let them know what to expect. Take time to share how the group will flow from week to week. This can include things like explaining the times you will begin and end the group, how discussion or group activities will happen, and how group members can share prayer requests or best engage in the group.

- Follow the 70-30 rule.

Give the members of your group room to speak up instead of doing all the talking yourself. About 70% of talking should come from members and 30% from the leader.

- Keep discussion positive.

If conversation takes a negative or destructive turn, guide it back to a healthy place. If someone needs to talk about a sensitive or complex issue, you can follow up with them after the group or call your coach to help you respond well.

- Keep the conversation relevant to everyone.

Remember people in your group will be at different places in their spiritual journey. Be thoughtful when you talk about spiritual concepts or church terms that might be unfamiliar to new Christians or new church-goers.

- Respect boundaries.

Men should minister to men and women should minister to women. A couple may minister to a single person. We want to maintain integrity and purity in our Small Groups. These boundaries will help protect the leaders and group members from entering into an uncomfortable or inappropriate situation.

Stay Connected and Accountable

Throughout the semester, report group attendance in Planning Center, coach potential new Small Group leaders, and group members in taking their next step. Check in with beLoved Church leadership.

Accountability contributes to the health of your Small Group. Uphold unity with beLoved Church vision and mission. A house divided will not stand. Some red flags to watch for are:

1. When your group contains mostly ex-members.

Meeting together under beLoved Church Small Groups, should include people from beLoved family where people get to know the ones they worship with, grow stronger in faith together and build life-long relationships.

2. Disregard for leadership authority.

Leadership is to hold us accountable to the mission God has placed us on. Groups who disregard authority are headed on an expedition for comfort theology and will lead others astray. Small Group leaders need to be Holy Spirit led and accountable to church leadership.

3. The group becomes openly critical of the church or leadership.

As a Small Group leader always be conscientious about others. Consider how the conversation in your group contributes to warmth and welcome. If your group is openly complaining about the church or its leadership, this creates an environment of division, mistrust, and uncertainty.

Preparing to Lead

All Small Group Leaders complete the following steps before leading:

[Become a member of Beloved City Church](#)

[Start the Growth Track](#)

[Submit the online Small Group Leader Honour Code](#)

HOW TO START YOUR SMALL GROUP

Ask God for direction about what group to lead and who to invite.

Once you decide on a topic or activity for your group, choose a place and time to meet.

[Register your group](#) in the online Small Groups Directory so people can find it and contact you to attend.

Invite people you know or meet to come check out your group.

Pray for God to do great things through your Small Group.

Preparing for your group meetings:

- Send a message to group members reminding them about the first meeting.
- Arrive early to set up a welcoming environment.
- Consider having nametags available to help everyone learn names for the first few weeks.

Conversation

Here are a couple conversation starters to help get people talking as your group gets to know each other:

- How did you learn about our group?
- What are your hobbies?
- What are you looking forward to this year?
- What brought you here?
- What are you hoping to get out of this Small Group?

Thank you for being an important part of Small Groups at Beloved City Church!

FREQUENTLY ASKED QUESTIONS

How can I recruit people to come to my group?

- Start with people who are already in your sphere of influence (co-workers, friends, and neighbors).
- Find people around you who are new to the church, are new believers, or have shown interest in getting involved.
- Look for people you think you can help to realize their potential.
- Ask God to send the right people to your group.

Where can I hold my Small Group? We encourage Small Groups to meet outside the church building in places where you like to spend your time. Some of the most common meeting places are homes, restaurants, parks, coffee shops, and office buildings.

Where can I find Small Group curriculums?

- RightNowMedia
- YouVersion Bible
- Ask a pastor

Does my group have to meet weekly? We encourage meeting weekly each semester in order to build genuine relationships.

How do I measure if group members are moving one step? Ask and be curious! Make it part of your discussion whether in a group setting or individually. Here are some great questions to guide your conversation:

- How did you get connected to this Small Group?
- What are you most looking forward to in the group?
- Do you attend Beloved City Church?
- What brought you to Beloved?
- Have you ever been part of a Small Group before?
- What do you feel like God has been doing in your life lately?
- What areas of your faith are you hoping to grow in the coming months?
- What are you focused on in your life right now?
- Have you been through the Growth Track? Do you remember what your personality type is or what your spiritual gifts are?
- Do you serve on the GROW Team?
- How can I pray for you?

Everyone in your group will be at different places spiritually. The vision of helping them “move one step” is not to get them to do everything at once, it’s to help identify where they currently are spiritually and offer a practical next step to help them grow.

Here are some examples of next steps you can share depending where a group member is spiritually:

- Invite them to attend a Sunday service with you.
- Share your personal story and what God has been teaching you.
- Share how the Growth Track can help them discover their purpose and invite them to attend.
- Invite them to consider being water baptized. Invite your Small Group to be there to celebrate anyone getting baptized.
- Share how you find time regularly to pray, worship, and read God’s Word, and encourage them to make their own plan for time with God.
- Tell them about the YouVersion Bible app and One Year Bible reading plans.
- If they are ready to receive Christ, offer to pray with them.

Small Group Leader Honour Code

As an essential part of BeLoved City Church Leadership family, we all have a responsibility to develop and exhibit mature Christian behavior. This is a basic principle in participating in a servant-leader position here at BeLoved City Church. We understand that while no one is perfect, God leads each of us along a process of spiritual transformation and certain qualities will become evident in your life.

1. Character – As a Small Group Leader at Beloved City Church, you are a representative of this church, but more importantly of Jesus Christ. Your character and attitude exemplifies the authentic qualities of a mature believer and servant-leader.

Respect – Upholding the direction and vision of Beloved City Church. Always protect unity! Being mindful of personal conduct and how we reflect Jesus to others.

How you dress – Dress in a way that is consistent with your personality and style, yet modest in order not to create a distraction.

What you say – Speak life and encouragement. Reject gossip, and slander, uphold the reputations of those in leadership and those with whom you serve.

Servant Attitude – Willingness to make sacrifices for the benefit of others. Sharing space, awareness of time, and preferring one another.

A Heart of Worship – Our heart delights in Jesus, expressing praise to Him for who He is and what He has done for us. Jesus is the centre in everything we do.

Confidence and Humility – Lead others with natural confidence, balanced with humility. Avoiding arrogance and having the ability to receive direction and correction.

2. Commitment

Beloved City Church – Heart for the house. Respect displayed toward leadership, other Small Groups, congregants, and guests. Have started or completed steps in the Growth Track and contributing to church community.

Core Values – Love God, Love People, Pursue Excellence, Choose Joy

Accountability – Actively participating or leading in a Small Group.

3. Competence – Ability to lead a Small Group in unity of vision and mission.

A Heart of Excellence – By providing an example in speech and action, we encourage others to grow in Christ and become servant-leaders themselves. We regard this as an essential part of our development, not as an imposition or restriction.

[Also available online by clicking here.](#)

I have read and understand the Small Group Leader Honour Code. I commit to pursue each of these characteristics intentionally and to stewarding the gifts and opportunities God has given me.

(Name)

(Date)

LEADERSHIP COMMITMENT

The same goes for those who want to be servants in the church: serious, not deceitful, not too free with the bottle, not in it for what they can get out of it. They must be reverent before the mystery of the faith, not using their position to try to run things. Let them prove themselves first. If they show they can do it, take them on. No exceptions are to be made for women—same qualifications: serious, dependable, not sharp-tongued, not overfond of wine. Servants in the church are to be committed to their spouses, attentive to their own children, and diligent in looking after their own affairs. Those who do this servant work will come to be highly respected, a real credit to this Jesus-faith.

1 TIMOTHY 3:8-10 MSG

Qualifications

- Sincere, worthy of respect, and of a good reputation.
- Invest finances and time regularly to Beloved City Church.
- Have a genuine desire to serve and minister to other people.
- Able to lead, motivate, and teach other people.
- Able to create positive group dynamics, and deal with conflict resolution within the group.

ABUSE POLICY ACKNOWLEDGEMENT

I understand that Beloved City Church is a safe place for children and vulnerable adults and that Beloved complies with all Federal and Provincial laws regarding reporting suspected child abuse. As a Small Group Leader, I understand that suspected abuse is to be reported to the staff member who oversees the area in which I serve. I also understand the 4 types of abuse defined below:

Physical: A physical act directed at a child or vulnerable adult that causes injury.

Sexual: Contact or interactions between a child and an adult, or another child, when the child is being used for sexual stimulation of the perpetrator or another person. This includes exploitation through photographs, videos, or other communication methods.

Emotional: Acts or omissions by the parent or other caregivers that have caused, or could cause, serious behavioral, cognitive, emotional, or mental disorders.

Neglect: Failure to provide for the child or vulnerable adult's basic needs. This includes adequate adult supervision, medical attention, housing, food, and clothing. Most cases of physical neglect involve inadequate adult supervision that has caused harm to the child or vulnerable adult, or places them in danger of such harm.

I understand it is not my responsibility to investigate and in no instance will I confront a parent or care giver if abuse is suspected. As a Small Group Leader, I agree to comply with this policy and report any suspected abuse to the staff person who oversees the area in which I serve.

HELPFUL SCRIPTURE REFERENCES

At Beloved City Church we believe ministering through the Word of God is the most powerful way to care for people. As you pray over a Small Group member, try inserting that member's name in the Scripture to make it more personalized.

We encourage you to find and memorize at least three Scriptures, which will equip you when walking someone through a tough situation. Here is a list of powerful Scriptures:

“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

I can do all things through Christ who strengthens me.

PHILIPPIANS 4:13 NKJV

Trust in the LORD with all your heart and lean not on your own understanding; in all your ways submit to him, and he will make your paths straight.

PROVERBS 3:5-6

My thoughts are nothing like your thoughts,” says the LORD. “And my ways are far beyond anything you could imagine. For just as the heavens are higher than the earth, so my ways are higher than your ways and my thoughts higher than your thoughts.

ISAIAH 55:8-9 NLT

This is the confidence we have in approaching God: that if we ask anything according to his will, he hears us. And if we know that he hears us—whatever we ask—we know that we have what we asked of him.

1 JOHN 5:14-15

No weapon formed against you shall prosper, and every tongue which rises against you in judgment you shall condemn. This is the heritage of the servants of the Lord, and their righteousness is from Me,” Says the Lord.

ISAIAH 54:17 NKJV

And we know that for those who love God all things work together for good, for those who are called according to his purpose.

ROMANS 8:28 ESV

Now faith is confidence in what we hope for and assurance about what we do not see.

HEBREWS 11:1

Finally, be strong in the Lord and in His mighty power. Put on the full armor of God, so that you can take your stand against the devil's schemes. For our struggle is not against flesh and blood, but against the rulers, against the authorities, against the powers of this dark world and against the spiritual forces of evil in the heavenly realms. Therefore put on the full armor of God, so that when the day of evil comes, you may be able to stand your ground, and after you have done everything, to stand. Stand firm then, with the belt of truth buckled around your waist, with the breastplate of righteousness in place, and with your feet fitted with the readiness that comes from the gospel of peace. In addition to all this, take up the shield of faith, with which you can extinguish all the flaming arrows of the evil one. Take the helmet of salvation and the sword of the Spirit, which is the word of God. And pray in the Spirit on all occasions with all kinds of prayers and requests. With this in mind, be alert and always keep on praying for all the Lord's people.

EPHESIANS 6:10-28

For we are God's masterpiece. He has created us anew in Christ Jesus, so we can do the good things he planned for us long ago

EPHESIANS 2:10 NLT

"For I know the plans I have for you," declares the LORD, "plans to prosper you and not to harm you, plans to give you hope and a future."

JEREMIAH 29:11

You are the light of the world—like a city on a hilltop that cannot be hidden. No one lights a lamp and then puts it under a basket. Instead, a lamp is placed on a stand, where it gives light to everyone in the house. In the same way, let your good deeds shine out for all to see, so that everyone will praise your heavenly Father.

MATTHEW 5:14-16

No power in the sky above or in the earth below—indeed, nothing in all creation will ever be able to separate us from the love of God that is revealed in Christ Jesus our Lord.

ROMANS 8:39 NLT

Stay away from the love of money; be satisfied with what you have. For God has said, "I will never, never fail you nor forsake you." That is why we can say without any doubt or fear, "The Lord is my Helper, and I am not afraid of anything that mere man can do to me."

HEBREWS 13:5-6 TLB

Don't be afraid, for I am with you. Don't be discouraged, for I am your God. I will strengthen you and help you. I will hold you up with my victorious right hand.

ISAIAH 41:10 NLT

So faith comes from hearing, and hearing through the word of Christ.

ROMANS 10:17 ESV

Do not be anxious about anything, but in every situation, by prayer and petition, with thanksgiving, present your requests to God. And the peace of God, which transcends all understanding, will guard your hearts and your minds in Christ Jesus.

PHILIPPIANS 4:6-7

Consider it pure joy, my brothers and sisters, whenever you face trials of many kinds, because you know that the testing of your faith produces perseverance. Let perseverance finish its work so that you may be mature and complete, not lacking anything.

JAMES 1:2-4

Love is patient, love is kind. It does not envy, it does not boast, it is not proud. It does not dishonor others, it is not self-seeking, it is not easily angered, it keeps no record of wrongs. Love does not delight in evil but rejoices with the truth. It always protects, always trusts, always hopes, always perseveres.

1 CORINTHIANS 13:4-7

One day the apostles said to the Lord, "We need more faith; tell us how to get it." "If your faith were only the size of a mustard seed," Jesus answered, "it would be large enough to uproot that mulberry tree over there and send it hurtling into the sea! Your command would bring immediate results!"

LUKE 17:5-6 TLB

If any of you lacks wisdom, you should ask God, who gives generously to all without finding fault, and it will be given to you.

JAMES 1:5

Where there is no guidance, a people falls, but in an abundance of counselors there is safety.

PROVERBS 11:14 ESV

So now there is no condemnation for those who belong to Christ Jesus. And because you belong to him, the power of the life-giving Spirit has freed you from the power of sin that leads to death.

ROMANS 8:1-2 NLT

"Come now, let us settle the matter," says the Lord. "Though your sins are like scarlet, they shall be as white as snow; though they are red as crimson, they shall be like wool.

ISAIAH 1:18

Brothers and sisters, we do not want you to be uninformed about those who sleep in death, so that you do not grieve like the rest of mankind, who have no hope. For we believe that Jesus died and rose again, and so we believe that God will bring with Jesus those who have fallen asleep in him.

1 THESSALONIANS 4:13-14