



FELLOWSHIP CHURCH

FELLOWSHIP GROUP LEADER

JOB DESCRIPTION

INTRODUCTION

Fellowship groups are an essential part of Fellowship Church. They create a caring environment where biblical truth is shared together and where people are challenged in a way that helps them know God and find authentic community among believers. In small groups, people come to faith in Jesus, learn to honor God with their lives, and mature by helping others know God as well.

DESCRIPTION

Fellowship group leaders are considered part of the church's adult ministry team. In the spirit of teamwork, they report to the pastoral staff and also build and equip a team to lead the small group alongside them. Small group leaders model and carry out the shepherding and discipling of God's people to equip them to pursue God and to help others pursue God. A small group leader's end goal is to see the group form new groups as its members make new disciples.

PERSONAL RESPONSIBILITIES

Daily Time Alone With God: Spend quality time with God each day cultivating your personal relationship with Him.

Church Attendance: Attend Fellowship Group meetings, worship services, and special church wide events.

Personal Purity: Live a morally pure life and conduct yourself at all times in a way that is honoring to Christ. Substance abuse or sexual immorality will be reason for immediate dismissal.

Personal Growth: Commit to search out ways to improve as a group leader including engaging in leadership development opportunities provided by the church.

VOLUNTEER RESPONSIBILITIES

Pastor your group by being (and encouraging group members to be) primary caregivers to one another via prayer, spiritual, and practical support. Lead, manage, and multiply a small group in a way that equips group members to follow Jesus and to help others follow Him as well.

Create a healthy group environment.

1. Instill an invitational focus.
 - Model a welcoming, invitational attitude and lifestyle.
 - Help the group gain a vision for and plan to reach out to people who aren't in the group yet.



FELLOWSHIP CHURCH

2. Facilitate community and meaningful connection.
 - Model Christ-centered community by planning regular group gatherings and events (i.e. having the group over to watch football games, maintaining a text group or Facebook group, doing an outreach project with your group, etc.)
 - Foster an atmosphere that promotes openness and transparency.
 - Work with group members to ensure that new people feel welcomed and a part of the group.
3. Facilitate Biblical discovery and application.
 - Lead Scripture-based conversations that help others process and apply biblical truth in everyday life.
 - Foster mutual trust to create a safe place for people to be challenged with biblical truth.
 - Master the use of Explore the Bible, Bible Studies for Life, or Gospel Project curriculum.
4. Lead the group toward reproduction.
 - Cast vision to motivate the group to launch new groups.
 - Implement Fellowship's Growth Pipeline to help the group become ready to reproduce.

Develop the people in the group.

1. Develop people to care for one another.
 - Model care and concern for group members.
 - Encourage group members to provide care and nurture for each other.
2. Develop a discipleship environment.
 - Foster the expectation that every disciple makes disciples.
 - Take the lead to disciple some group members individually.
 - Train and encourage group members to join and eventually lead D-Groups.
3. Develop team members to lead.
 - Be intentional about giving away ministry responsibility to group members wherever possible.
 - Equip and manage co-leaders and leader trainees, over time, to lead all aspects of the group. (i.e. Care Director, Community Director, Spiritual Formation Director, Outreach Director, Missions Director)
 - Identify and develop a qualified apprentice and embrace apprentice leader development as a measure of success for all leadership positions.
 - With your team, continually assess, plan, and pray for the group and its members.

Plan and execute weekly meetings.

- Lead the group by facilitating group meetings, monitoring group health, and encouraging participation among group members.
- Obtain the pre-approval of group materials by the pastoral staff.
- Ensure the completion of online attendance reports in a timely manner.



Fellowship Church

Fellowship Group

Care Director

DESCRIPTION

The Care Director will be responsible for maintaining connection with people in their group.

PERSONAL RESPONSIBILITIES

Daily Time Alone With God...The Care Director will be expected to spend quality time with God each day cultivating his personal relationship with Him.

Church Attendance...The Care Director will be expected to attend Fellowship Groups, worship services, and special church wide events.

Personal Purity...The Care Director will be expected to live a morally pure life and conduct himself at all times in a way that is honoring to Christ. Substance abuse or sexual immorality will be reason for immediate dismissal.

Personal Growth...Commit to search out ways to improve as a group leader including engaging in leadership development opportunities provided by the church.

BASIC FUNCTION

-The Care Director will be responsible for following up with people on their class roles who have not attended in 2-3 weeks. This can be done through email, phone, text, visit, etc.

-The Care Director will also serve as a care leader. Often people within a group get hit with real life struggles (ie. sickness, death, loss of jobs, etc). The Care director will be responsible for rallying group members to come to the aid of one another when in need. This can be done by providing meals, sending a card, sending flowers, etc.

-The Care Director will will serve as a shepherd for his/her group, but will also communicate with the pastoral staff on illness and other ministry needs for members of their group.

-The Care Director will be responsible for attending quarterly Fellowship Group leadership meetings to provide a status on their group.



Fellowship Church

Fellowship Group

Community Director

DESCRIPTION

The Community Director will be responsible for maintaining community with people in their group.

PERSONAL RESPONSIBILITIES

Daily Time Alone With God...The Community Director will be expected to spend quality time with God each day cultivating his personal relationship with Him.

Church Attendance...The Community Director will be expected to attend Fellowship Groups, worship services, and special church wide events.

Personal Purity...The Community Director will be expected to live a morally pure life and conduct himself at all times in a way that is honoring to Christ. Substance abuse or sexual immorality will be reason for immediate dismissal.

Personal Growth...Commit to search out ways to improve as a community director including engaging in leadership development opportunities provided by the church.

BASIC FUNCTION

-Real community is hard to facilitate. It happens naturally when people do life together. The purpose of Fellowship Groups is to build a community of believers that are growing closer to their Lord and each other. The Community Director will be responsible for building an atmosphere of community.

-The Community Director will be responsible for planning monthly activities for their group. This can be as simple as going out to eat after church, hosting a movie night, etc.

-The Community Director will be responsible for attending quarterly Fellowship group leadership meetings to provide a status on their group.



FELLOWSHIP CHURCH

Fellowship Group

Reach Director

DESCRIPTION

The Reach Director will be responsible for connecting with people and plugging them in to a Fellowship group.

PERSONAL RESPONSIBILITIES

Daily Time Alone With God...The Reach Director will be expected to spend quality time with God each day cultivating his personal relationship with Him.

Church Attendance...The Reach Director will be expected to attend Fellowship Groups, worship services, and special church wide events.

Personal Purity...The Reach Director will be expected to live a morally pure life and conduct himself at all times in a way that is honoring to Christ. Substance abuse or sexual immorality will be reason for immediate dismissal.

Personal Growth...Commit to search out ways to improve as a group leader including engaging in leadership development opportunities provided by the church.

BASIC FUNCTION

-When guests attend Fellowship, a pastor will contact them and then they will assign the guest to a specific Fellowship group based on age, stage of life, and personality. The Reach Director will be responsible for assimilating these assigned guests into their group.

-The Reach Director will be responsible for connecting with church attendees that do not attend a connection group, in an attempt to assimilate them into their group.

-The Reach Director will be responsible for implementing ideas to connect the community with their group. (i.e. block parties, door to door invites, etc)

-The Reach Director will be responsible for attending quarterly Fellowship Group leadership meetings to provide a status on their groups outreach.



Fellowship Church

Growth Group

Care Director

DESCRIPTION

The Care Director will be responsible for maintaining connection with people in their group.

PERSONAL RESPONSIBILITIES

Daily Time Alone With God...The Care Director will be expected to spend quality time with God each day cultivating his personal relationship with Him.

Church Attendance...The Care Director will be expected to attend Growth Groups, worship services, and special church wide events.

Personal Purity...The Care Director will be expected to live a morally pure life and conduct himself at all times in a way that is honoring to Christ. Substance abuse or sexual immorality will be reason for immediate dismissal.

BASIC FUNCTION

-The Care Director will be responsible for following up with people on their class roles who have not attended in 2-3 weeks. This can be done through email, phone, text, visit, etc.

-The Care Director will also serve as a care leader. Often people within a group get hit with real life struggles (ie. sickness, death, loss of jobs, etc). The Care director will be responsible for rallying group members to come to the aid of one another when in need. This can be done by providing meals, sending a card, sending flowers, etc.

-The Care Director will will serve as a shepherd for his/her group, but will also communicate with the pastoral staff on illness and other ministry needs for members of their group.

-The Care Director will be responsible for attending quarterly growth group leadership meetings to provide a status on their group.



FELLOWSHIP CHURCH

FELLOWSHIP GROUP MISSIONS DIRECTOR

JOB DESCRIPTION

INTRODUCTION

Fellowship groups are an essential part of Fellowship Church. They create a caring environment where biblical truth is shared together and where people are challenged in a way that helps them know God and find authentic community among believers. In small groups, people come to faith in Jesus, learn to honor God with their lives, and mature by helping others know God as well.

DESCRIPTION

The Missions Director will be responsible for rallying people in their group to serve in local missions projects.

PERSONAL RESPONSIBILITIES

Daily Time Alone With God: Spend quality time with God each day cultivating your personal relationship with Him.

Church Attendance: Attend Fellowship Group meetings, worship services, and special church wide events.

Personal Purity: Live a morally pure life and conduct yourself at all times in a way that is honoring to Christ. Substance abuse or sexual immorality will be reason for immediate dismissal.

Personal Growth: Commit to search out ways to improve as a group leader including engaging in leadership development opportunities provided by the church.

VOLUNTEER RESPONSIBILITIES

Missions is one of the ways we accomplish our purpose as a church. It is a vital part of what we do. The Missions Director will be responsible for planning local missions projects for their group. This can be helping someone in the community with yard work, painting someone's house, etc.

The Missions Director will be responsible for attending quarterly connection group leadership meetings to provide a status on their group.