



FOUR FACES

OF AN EXCELLENT GROUP LEADER



Your Adventure Awaits!

Hello future group leader! I just want to thank you for being willing to invest in yourself as a small group leader. You will be such a key component to us having a healthy church, and we could not begin to accomplish what God has called us to, as a church, without each of you! Your willingness to walk out in front of others and even pull others along with you is such a blessing to all of your HighRidge Elders, Pastors, and staff. Never forget that you are in this position because God has put you here and that you are a leader in our church!

As you take the time to watch all five of our training modules, please remember that I, along with our HRC coaches, are always here to help you. We want to make sure that you are supported, cared for, and always covered in prayer. We know that you being an excellent group leader starts with us being excellent coaches.

Upon completion of your training, please hand in this completed handout to your HRC groups coach or to anyone on staff here at HighRidge. Then, get ready for this amazing adventure we call small group leadership!

Together,
Pastor Paul Holloway

Module One - Introduction

1. Small groups play a pivotal role in the _____ of the church.
2. Small groups are the _____ of the church!
3. Our training is built around what we call the Four Faces Of An Excellent Group Leader.
 - A. The Face of _____
 - B. The Face of _____
 - C. The Face of _____
 - D. The Face of _____

Point To Ponder

A body is only as healthy as the cells that make up the body!



Module Two

The Face of Vision

Purpose

Knowing where you are going and why you are going there is such an important part of leadership. In this module, we hope you see the vision behind why we do groups, why they are an important part of our lives, and how you fit into that vision!

Notes from module two:

1. There are two primary goals for HRC Groups:
 - Grow in our relationship with _____.
 - Grow in our relationship with _____.
2. There are six reasons we need community:
 - Groups keep us _____.
 - Groups keep us _____.
 - Groups keep us _____ - _____.
 - Groups help us _____.
 - Groups help us _____.
 - Groups help us _____.
3. The role of a small group leader is to help deliver health to the body. The two ways a small group leader helps deliver health is by delivering:
 - _____
 - _____

Point To Ponder

Remember that growth in someone else is not your responsibility, but it should be your focus!



Module Three

The Face of Leadership

Purpose

Knowing how to actually lead small groups, and do it with excellence, takes some practice - and a little training never hurts! In this module, we hope you are able to grab a few nuggets that will help you as a leader of people and meetings. We also want you to see how we have built a structure to make sure you are cared for and supported!

Notes from module three:

1. My responsibilities as a small group leader:
 - Have a _____ (Create an atmosphere for people to grow!)
 - Be a _____ leader
 - Love _____
 - Always be a _____
 - Be a _____
2. Four things every group meeting should have:
 - **E** _____ (celebrate wins)
 - **S** _____
 - **P** _____
 - **N** _____

Additional Information

Currently, our small groups are built around five communities. This means that we are intentional throughout the year about having groups that support each of these communities.

- Men's Community
- Women's Community
- Marriage and Family Community
- Freedom Community
- Outreach Community

Note:

The following part of Module Three is for your benefit only. It is not required that you complete this part with Dr. Deena Shelton!

Getting Practical with Group Leadership

(By Dr. Deena Shelton)

What makes hosting a group difficult?

Skills at Several Levels

1. Starting group: _____
2. During group: _____
3. Ending group: _____

Starting Group:

1. Set the _____
2. Make the _____
3. Share how you “_____”

During Group:

1. Getting people to _____
2. Getting people to _____
3. Getting people to _____

Ending Group:

1. _____ before leaving
2. _____ as a way of _____
3. Important for _____
and for _____.

Who You Are Matters.

1. _____
2. Personal _____
3. Sense of _____
4. Warmth and _____

Skills for Engaging:

1. _____ - _____ - the skill of not

2. _____: full
engagement without _____
3. Verbal responses:
 - i. _____: hearing underlying issues
 - ii. _____: suggesting reasons or
extensions from what is said
 - iii. _____: open ended

Skills for Managing:

1. _____: stopping counterproductive
communication (_____ and _____)
2. _____: in lay groups, as simple as
using _____
3. _____: connecting information
between people
4. _____: living out what you are learning
(being _____, _____, and
_____)
5. _____ and
holding each other accountable



Module Four The Face of Faith

Purpose

Knowing how to answer the tough questions before they are asked is always a confidence booster. In this module, we hope to introduce you to some thoughts that will help you when you are trying to help others. This is one face of an excellent leader where you should always be growing. So don't stop learning, and remember, we have more helpful tools available for you at www.HighRidgeLV.com/lead.

Notes from module four:

1. When you are helping someone who is stuck, you will have more success if you _____ them along and not _____ them.
2. The destruction of our _____ with _____ and _____ is important to our enemy.
3. Remember that it is important that we always maintain an _____ perspective!

Point To Ponder

Embrace spiritual leadership! Don't be afraid to let God use you to help find answers to people's questions. You can do this!



Module Five

The Face of Compassion

Purpose

Knowing how to deal with people is one of the hardest things we will ever do. You can be certain that our enemy is always at work to make sure it's as messy as possible. However, learning to walk with people in compassion and empathy will help defeat the works of our enemy. In this module, we hope you will see some practical steps for dealing with difficult people and difficult situations, but most importantly, we hope you will learn to see God's people as He does!

Notes from module five:

1. Excellent small group leaders know how to _____ with people!
2. We must always resist the desire to try and “_____” people.
3. The three “B”s that will help you develop an authentic relationship with someone are:
 - Know their _____
 - Know their _____
 - Know their _____

Point To Ponder

How we see people will determine how we relate to them! Start today trying to see people the way God does, and you will most certainly be an excellent small group leader!

Note:

The following part of Module Five is for your benefit only. It is not required that you complete this part with Dr. Deena Shelton!

Small Group Serial Killers

(By Dr. Deena Shelton)

Common Challenges

- a. People have _____ and _____
_____ that can get in the way
- b. Addressing situations that challenge group
_____ and _____ is
HARD
- c. It is _____ - _____ and
gets _____ once you have practiced

Common Group Serial Killers

I. The _____

What they do:

1. _____ a lot...about a lot...
2. Fail to _____
3. _____ on everything

What you can try:

1. Sharpen your _____ skills
2. Talk to them _____ the

3. Include them in _____

II. The _____

What they do:

1. Have _____ for everything
2. _____ sharing to offer _____
3. Rarely share _____ about themselves

What you can try:

1. Predefine the need for _____ without _____
2. Change their _____. Ask about their _____ with the topic
3. If it continues, _____ what you see privately

III. The _____ and The _____

What they do:

1. Genuinely see themselves as _____ to the conversation
2. _____ main discussion
3. Unlike the expert, the point isn't always to _____

What you can try:

1. Don't let it _____ you _____
2. Sharpen your _____ and _____
3. If it's excessive, _____ a _____ outside the group

IV. The _____ Leader

What they do:

1. Feel the need to _____ the group
2. Work hard by adding _____ of _____
3. Prevent the group from _____

What you can try:

1. Get comfortable with _____
2. Sharpen your _____ - _____ skills
3. Designate someone you trust to _____ if you _____ too much

V. _____ of the Group

What they do:

1. _____ or _____ their eyes
2. _____ or get extra _____
3. Keep their _____ closed

What you can try:

1. Practice _____ and _____
2. _____ answer the same question
3. _____ to the group what you experience and have them comment

VI. _____

What they do:

1. Stay in _____
2. Use talk time to _____
3. Have already tried _____ and it _____

What you can try:

1. Provide more _____ to the group
2. Use _____ to slow it down (identify one thing and have others speak to it)
3. Get comfortable _____ the discussion and ask them to save it for individual discussion

VII. The _____ - _____ - _____

What they do:

1. Always have a _____ or _____ story or example
2. Stay at _____ (reporting, not sharing)

What you can try:

1. Try _____ if appropriate
2. Use _____ to connect the stories and ask them to offer something deeper
3. Talk _____ of group if it is persistent

VIII. The _____ Group

What they do:

1. _____ out and attend

2. Stay _____ in topics
3. Avoid _____ to activities

What you can try:

1. Share your _____ and discuss it
2. Ask for _____ to help with engagement
3. Don't try to _____ the group and solve the problem

Just FYI...

Your guide to being ready to lead an HRC Group!

1. Complete our HRC Growth Track if you are not yet a member of HighRidge Church.
2. Get connected with one of our HRC Group Coaches. If you have not yet been assigned a coach, please contact us at Groups@highridgelv.com.
3. Complete our Freedom curriculum through one of our Freedom small groups.
4. Complete our online small groups training.
5. Wait for the start of the next small group semester and submit a groups signup form. Located on www.highridgelv.com/lead
6. Think about things such as - will you offer childcare? (We have a childcare reimbursement program.) Will you do snacks or meals?
7. We approve the group.
8. Admin gets your group set up and ready for registration.
9. You receive an email indicating you are the leader of a new group.
10. You start recruiting people to be in your group.
11. Groups go online and are now ready for registration (At highridgelv.com/groups or Church center app.)
12. Leaders welcome new registrants with an email/text.

Your guide to an excellent small group meeting

1. Before your first meeting, notify members with location and meeting details.
2. First meeting - Leaders ask how members want to be communicated with and provide details of what their meeting will look like. (Food, wins, prayer, etc...)
3. If doing meals or snacks, define what that will look like. (Rotation etc.)
4. Communicate with your assigned coach or community leader throughout the semester. They are here to support you!
5. Remember that every meeting should have ESPN.
6. Create and maintain an atmosphere of excellence!
7. Enjoy watching people grow and take new faith steps!
8. What HRC Groups are not:
 - Your group meeting is not a place for you to practice teaching! So don't feel that pressure or take on that role.
 - Your group is not your next network marketing opportunity!
 - Your group is not a gossip session!
 - Your group is not a political forum!