

### 1 INTRODUCTION

Small groups are an essential part of the church's discipleship ministry. They create a caring environment where biblical truth is shared together and where people are mentored in a way that helps them pursue God. In small groups, people come to faith in Jesus, learn to honor God with their lives, and grow mature by helping others pursue God as well.

### 2 ROLE

Small group coaches are an integral part of the church's discipleship ministry team. Based on their experience leading groups, they provide encouragement, wisdom, and accountability to between one and three small group leaders to help them succeed at leading, managing, and multiplying their groups. Coaches are supported and supervised by the church's discipleship leaders.

### 3 TASKS and SKILLS

Mentor small groups leaders to effectively lead, manage, and multiply small groups in a way that equips group members to pursue God and to help others pursue God.

- ❑ Keep leaders on mission.
  - ❑ Cast vision.
    - ❑ Reinforce the church's small group strategy against competing models and assumptions.
    - ❑ Motivate and inspire leaders toward excellence in their groups and their lives.
  - ❑ Hold accountable.
    - ❑ Encourage leaders to implement all the essential aspects of the church's small group strategy.
    - ❑ Redirect thinking and behavior not aligned with our mission for small groups.
- ❑ Assess leaders and groups.
  - ❑ Review the leader's growth against the [job description](#) and the key [mentoring](#) and [small group](#) principles..
    - ❑ Take leaders through a quarterly assessment of their groups, using [Small Group Coaches Playbook](#) and the [Small Groups Playbook](#).
  - ❑ Use evaluation to guide the mentoring process.
    - ❑ Celebrate what leaders are doing well.
    - ❑ Give leaders specific input on next steps to improve.
- ❑ Help leaders succeed.
  - ❑ Mentor: Help leaders succeed in their own pursuit of God.
  - ❑ Train.
    - ❑ Use resources at [pursueGOD.org](#) for ongoing leadership development.
    - ❑ Have follow-up conversations with group leaders as needed.
  - ❑ Help with transitions.
    - ❑ Actively help leaders get their groups going in the start-up phase.
    - ❑ Actively help leaders prepare their groups as they approach the reproducing phase.
  - ❑ Consult as needed.
    - ❑ Respond to the felt needs and questions of group leaders when called upon.
    - ❑ Step in to help manage a crisis that arises in a group.

### 4 TRAINING & MEETINGS

- ❑ Meet quarterly with small group leaders for assessment. Use the small group leader [job description](#) and the training modules outlined in the [Small Group Coaches Playbook](#) to guide these assessments. Once annually, use the formal assessment and self-assessment tools provided.
- ❑ Meet monthly with a small group leader and team during the beginning of the start-up phase and at the end of the reproducing phase.
- ❑ Meet quarterly with your supervisor on the church's discipleship team for reporting and feedback. Meet with fellow coaches as needed or as directed by your supervisor.