

LifeGroup

LEADER ONBOARDING

Southeast
CHRISTIAN CHURCH



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WELCOME & PURPOSE

WELCOME

Thank you for stepping into a Life Group leadership role at Southeast! God sees your obedience and dedication to the disciple-making mission of Jesus. We believe that we're all called to make disciples (Mt. 28:19-20), and this happens in relational environments through Life Groups, led by intentional leaders (see definition #7 on pg. 6).

We're honored to partner with you in ministry as well as provide you with resources such as coaching, training, and much more as we aim to support you along the way. Everything we offer you as a leader is intended to help you best shepherd those the Lord has entrusted into your care. Our sincere prayer and number one goal of Life Groups is that many would grow spiritually through your obedience to Jesus' message and his methods.

PURPOSE

Significant accomplishments have always required prayer and preparation. Part of preparing well for leading a Life Group is to have clarity and unity around two important components: language and purpose. Onboarding is designed to unite us around common language and common purpose. Jesus said, "If a house is divided against itself, it cannot stand," (Mt. 12:25, Mk. 3:25).

For us to be used as a church body, we must be united and aligned by being in agreement on our common language and common purpose. Onboarding will help us all move forward as a team to accomplish all that Jesus has for us as a church, through Life Groups at Southeast.

OUR COMMON MISSION

WHAT IS THE GREATEST COMMANDMENT?

"Love the Lord your God with all your heart and with all your soul and with all your mind.' This is the first and greatest commandment. The second is like it: 'Love your neighbor as yourself.' All the Law and the prophets hang on these two commandments."

Matthew 22:37-40

WHAT IS THE GREAT COMMISSION?

"Jesus came to his disciples and said: 'All authority in heaven and on earth has been given to me. Therefore, go and make disciples of all nations, baptizing them in the name of the Father, and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely, I am with you always, to the very end of the age...'"

Matthew 28:18-20

IMPORTANT CLARIFICATIONS

- We believe disciples are made in **relationship**.
- We are called to make **disciples**; not converts.
- We believe that both the **message** of Christ and the **method** of Christ are sacred.

BEFORE WE LEAD OTHERS...

Before we can disciple anyone else, we must first be disciples ourselves. Often we get busy doing the work of the Lord, and we neglect spending time with him. As leaders, we must encourage, challenge, and hold each other accountable to walking closely with Jesus. Everyone needs to have someone pouring into them spiritually and equally should have someone they pour into as well.

IMPORTANT CLARIFICATIONS

- We cannot give something we do not have. We must be discipled first.
- We must first live out what we ask the entire church to live out.
- We will lead from a place of being filled up, not drained and empty.
- Empty is not an option; it's a choice. But being full is also a choice.

WHAT IS A DISCIPLE?

We agree that we are all called to go into the world and make disciples. When Jesus told his disciples to do this, they knew exactly what he meant. They had established a common language. In the early church, they knew what they were trying to "make." For clarity, here at Southeast, we will pull our definition right from Scripture.

SOUTHEAST'S DEFINITION OF A DISCIPLE

A DISCIPLE IS DEFINED IN MATTHEW 4:19

"Come follow me," Jesus said, "and I will make you fishers of men."

1. A disciple is one who . . . is **following** Christ.
 - A disciple of Jesus is one who is learning to submit and surrender his/her life to Christ as Lord and follow Jesus daily.
2. A disciple is one who . . . is **being changed** by Christ.
 - A disciple of Jesus has the Holy Spirit in his/her life to teach, convict, and shape him/her to become more like Jesus.
3. A disciple is one who . . . is **committed** to the mission of Christ.
 - A disciple of Jesus becomes more focused on the mission of Christ to reach the world.

COMMON LANGUAGE IN LIFE GROUPS

In John 17:23, Jesus prays for all believers to be in complete unity and tells us that this unity will be a witness to the world. Our unity will testify to the world about Christ. For a church body to move anywhere, unity and alignment are essential. It is also essential to our effectiveness in reaching the lost and dying world.

When Jesus used terms such as faith, love, or disciple, those that followed him understood clearly what those words meant. Today in the church, we have either lost or misunderstood some of the meanings. Moving forward, it is vital that all of us define and communicate these terms in the same way.

LIFE GROUP LANGUAGE

- **Disciple:** One who is following Christ, changed by Christ, and committed to the disciple making mission of Christ. (Matthew 4:19)
- **Disciple-Making Process:** The process of sharing, connecting, training to minister, and sending out as disciple makers.
- **Connected:** A person who regularly attends a life group and regularly attends weekend services.
- **Unconnected:** A person who does not attend a life group, yet regularly attends weekend services.
- **Disconnected:** A person who was formerly connected in a life group, but no longer attends a life group.

- **Biblical Foundation for Relationship:** We believe the Bible is clear that we are designed to be in relationship with God first and foremost, and secondly, we are designed to be in relationship with others. The purpose of the Church is to make disciples of Jesus who can make disciples of Jesus. We do this with the understanding that relationship is the key vehicle and can be supported biblically.
- **Intentional Leader:** One who understands part of their role is to reach the lost, make disciples of Jesus by creating Christ-centered environments where disciple-making can happen, to understand where a person is spiritually and how to help them grow, they leverage every interaction with their group members for the sole purpose of that person's spiritual growth.
- **Relational Environment:** The atmosphere created by an intentional leader who is consistently modeling spiritual fruit (love, joy, etc.) through meaningful relationships that go beyond just the group time. Life Group members move from strangers to friendship and from friendship to discipleship. In this environment, relationships press into areas of privacy, transparency, vulnerability and accountability. Trust is the key component in creating a truly relational environment.
- **Reproducible Disciple Making Process:** The process for developing people towards Christlikeness, which includes the 5-stages of spiritual growth (see the Discipleship Wheel on pg. 11) that can help leaders identify where a person is spiritually and help guide them in growing others through each stage of the spiritual growth process. It also includes the three-part equation of "my part" (the disciple), "their part" (the one being disciplined), and "God's part".

- **Church Alignment:** There are 4 key areas of alignment to equip the church in its purpose of making disciples of Jesus: Relational, Philosophical, Theological, and Organizational Alignment
- **Life Group:** A group of 6-14 people who meet weekly, in person or online, and are led by a spiritually mature, intentional leader, who strives to create a Christ-centered environment where discipleship can happen.
- **Groups Types:** A variety of Life Group types with which one can connect. At Southeast we offer the following: Ages 18-22, Ages 23-30, Ages 30-50, Ages 50-65, Ages 65+, Men's, Women's, All Ages, and Online Only groups.
- **Life Groups Pastor:** A staff member, over your Life Group, who establishes relationship with you as the leader, ensures the vision, trains and develops while helping you along the way to maintain overall church alignment as you lead and shepherd your group.
- **Life Group Leader:** A member who is currently leading a Life Group. One who is a spiritual parent or young adult who shepherds others towards spiritual maturity.
- **Life Group Administrator:** A vital support of Life Groups who establishes relationships with Life Group Pastors as well as Life Group leaders and assists in all administrative functions such as attendance, rosters, communications, training coordination, logistics etc.
- **Apprentice:** A Life Group member who is being mentored by their Life Group Leader in preparation to lead their own group, often taking on some of the duties of the leader while learning to care for a group of their own in the future.
- **Facilitator:** A person who leads the life group discussion for the gathering.

- **Host Home:** The home of a group leader/member who hosts a life group. The host home can be a shared responsibility and/or rotated on a weekly basis.
- **Coaching Pod Calls:** A monthly online gathering (via Zoom) of up to 6 Life Group Leaders for the purposes of communal coaching, peer support, and overall church alignment. Life Group Leaders are assigned to a specific Coaching Pod by the Life Groups Pastor. Pod calls are led by your Life Groups Pastor.
- **Branching:** The reproducible process in making disciples. When a member is spiritually at a point where they can begin leading their own Life Group and disciple others effectively.

Additional Studies

- **Bible Study:** A classroom environment focused on teaching specific books of the Bible, doctrine of the faith, or a specific topic from a biblical perspective.
- **Southeast U:** A variety of classes and curriculum-based offerings which are designed to help our people, at Southeast, grow in their knowledge of God's word. Classes are taught by various staff and/or members at our church.
- **Small Groups:** Groups of people that meet weekly, outside the Life Group model and are under the care of the Adult Ministries team.

Life Group Trainings

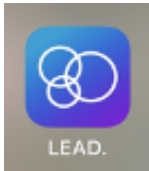
- **Relational Discipleship Training (RDT):** An all-day training experience where you learn & implement Jesus' method of relational discipleship. This is not just philosophical in nature; it is practical as well as it emerges participants into an actual relation environment lead and modeled by an intentional leader.

- **Leader Workshops:** Ongoing training opportunities for Life Group Leaders to make investments in their leadership. Participants learn valuable discipleship concepts that support biblical foundation, intentional leadership, relational environments and the reproducible process.
- **Onboarding:** An introduction to leading a Life Group at Southeast for new leaders designed to ensure overall alignment to the church's mission and vision. Life Group Pastors are responsible for walking every leader through this.

Life Group Resources & Tools

- **The Discipleship Wheel:** A tool used to help the disciple-maker identify what is needed from them in order to help others grow to spiritual maturity. (See pg. 11 for corresponding image)
- **Life Group Leader Flipbook:** A pocket-sized guide that helps leaders navigate through the agenda and flow of a Life Group meeting. This guide also helps by reenforcing the key components and overall alignment of every Life Group.
- **CCB (Church Community Builder):** The website Southeast uses to manage our database and keep up with our people. Leaders use it weekly to manage rosters, take attendance, send messages, create calendar events and various other actions for Life Groups. (See pg. 12 for step-by-step instructions)
- **Life Group Leader Podcast:** The podcast is an audible investment into your leadership and into the overall culture of Life Groups. This can be found on Spotify and Apple Podcasts.
- **Church Website:** Visit <https://southeastcc.org/life-group-resources/>. Under this section of our website you can find resources specifically for Life Group leaders, such as the Discipleship Wheel, the flipbook, weekly curriculum, etc.

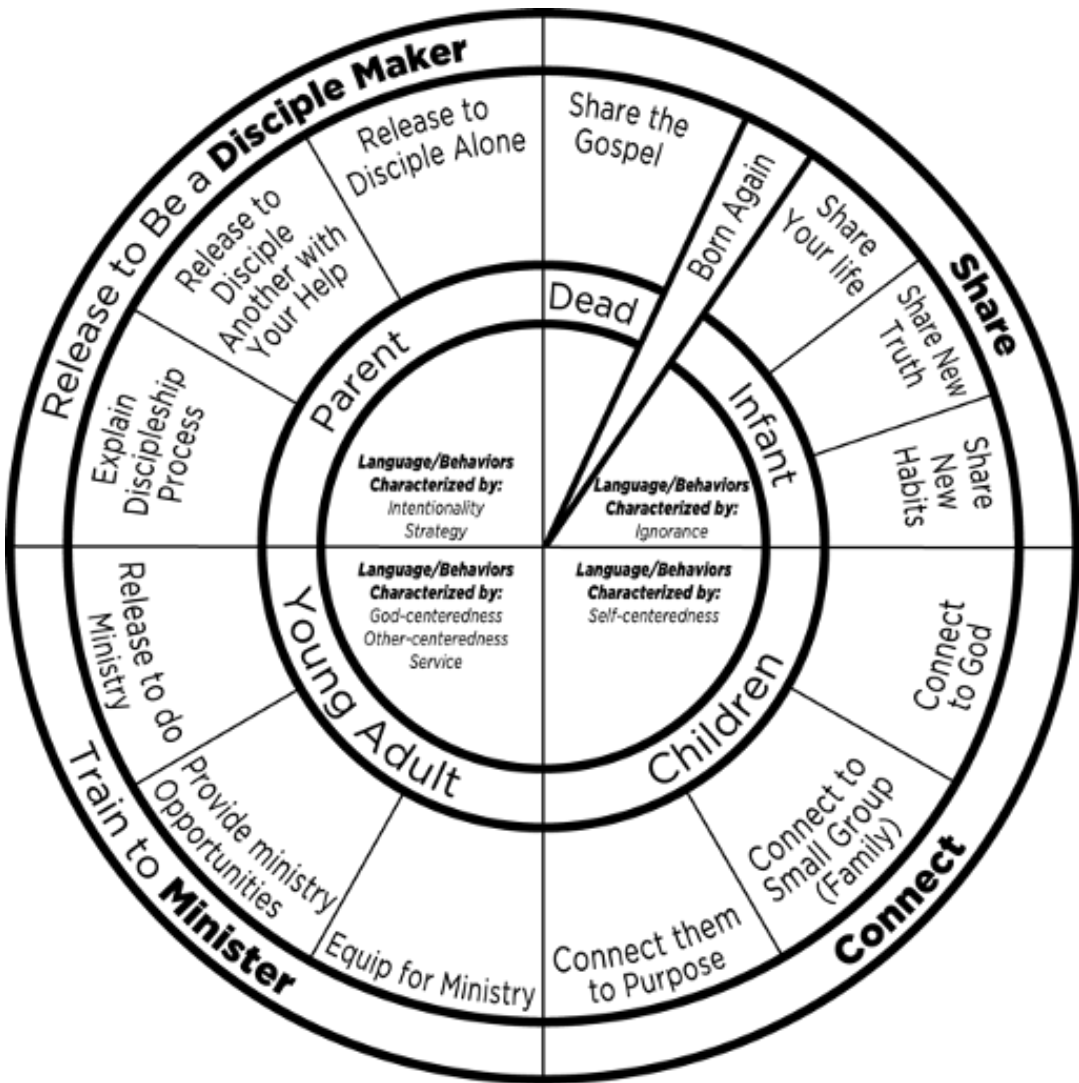
- **The LEAD App:** This is simply CCB in an app format for cell phones and mobile devices. It can be found in the apps store for both Apple and Android. It is a resource for Life Group Leaders which help them manage their group weekly.



Connections

- **Connections Studio:** The area in the lobby that is designated to help people find their purpose within the body of Christ by connecting them to the various ministries here at Southeast in order to leverage their God given gifts.
- **Member:** A person who has made a profession of faith in Christ, has been baptized by immersion, attended the Connections Class, and signed the Membership Commitment Form.
- **Connection Class:** A class for everyone who wants to learn more about Southeast or becoming a member. It is required for church membership as well as Life Group leadership. Participants learn about the four key areas of alignment (Relational, Philosophical, Theological & Organizational), along with the core beliefs of our church.

THE DISCIPLESHIP WHEEL



For a deeper dive into the Discipleship Wheel, please visit
southeast-christian-church.teachable.com/courses/841700/lectures/15627693

ATTENDANCE & ROSTER

HOW TO TAKE ATTENDANCE IN CCB:

1. Login to your account at southeastcc.ccbchurch.com.
2. On the left side, select Groups (the 2nd icon down) and on the next page, select your Life Group.
3. Select the tab that says Calendar.
4. Find the desired date and click on the event (your scheduled group meeting) for which you want to take attendance.
5. Once you're in the event itself, click the Attendance tab at the top.
6. On the right side, click the button that says Record Attendance. You may then select everyone who attended. You can log any prayer requests or important details about the meeting here as well.
7. Upon successful completion, you'll see an Event Summary as well as a green check mark at the top. Once you see that, you're all done.

HOW TO MANAGE YOUR ROSTER IN CCB:

1. Again, on the left side, select Groups (the 2nd icon down) and on the next page, select your Life Group.
2. In your group, you will see a list of all your group members. On the right side, click New Member to add someone to the group.
3. Now click on Select People by name.
4. Once you have typed in the name, select the person you want to add and simply click Add New. They will now be part of your Life Group roster.

