

Legacy Life Group Leader Manual

2023

Life Group Leader Manual – Table of Contents (2023)

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Part 1:

Leadership Orientation

The Biblical Understanding of the Church

What is the Church?

1. Church is the Spirit-filled community of redeemed people, who are trusting Jesus as Lord and Savior. The word "church" is derived from the Greek word "ekklesia," from which we get "ecclesiastical." Literally, the word translates "the called-out ones."
2. It was a common word describing any special gathering, where people were called out of normal life for a special purpose. In ancient Athens, juries, often composed of hundreds of people, were called churches. It was a secular word describing people called out of normal life to perform a sacred duty.
3. Within decades of Pentecost, the once common secular word had become an almost exclusive sacred word describing Christian congregations.
4. Church – with a capital C – describes the universal mystical community of the redeemed, on earth and in heaven.
5. A church – with a small c – is one visible expression of the Church. A church is a covenant community called out of the world to pursue God's sacred purposes in and from their city.

"The church lies at the very center of the eternal purpose of God. It is not a divine afterthought. It is not an accident of history. On the contrary, the church is God's new community. For his purpose...not just to save individuals and so perpetuate our loneliness, but rather build up his church, that is, to call out of the world a people for his own glory."

John Stott, *The Living Church*

6. A biblical church – as distinguished from man-made ministries – will always be marked by a plurality of Holy Spirit called and gifted teacher-shepherd leaders who are focused on equipping all of God's people for ministry, according to their own unique giftedness.

Biblical Truths About the Church:

- A community that has been **filled with the SPIRIT of Christ**. (Luke 24:49; Acts 2:38; Eph. 1:13-14)
- A community that **lives to the praise of his GLORY**. (Eph. 1:3-10; 1 Cor. 10:31)
- A community that **exists to reveal the SOVEREIGNTY of God**. (Acts 17:24; Heb. 1:8; Rev. 4:11)
- **A COLONY of heaven** in a world of darkness. (Phil. 3:20-21)
- A community of people that have **personally identified with the death, burial, and resurrection of Jesus Christ through baptism**. (Acts 2:38; Romans 5:6; 1 Pet. 3:28; Eph. 4:4-6)
- The community of which Jesus is the author, architect, builder, sustainer, and finisher. (Heb. 12:1; Matt. 16:16)

Biblical Metaphors for the Church:



The BRIDE of Christ

Eph. 5:22; Rev. 19:7-8; 21:9; 2 Cor. 11:12



The CITY of God

Heb. 11:10, 13:14, Rev. 21:2



The FAMILY of God

2 Co. 6:18; Mt. 12:49-50; Eph. 2:19; Gal. 6:10; 1 Tim. 5:1



The KINGDOM of God

Col. 1:13; Rom. 14:17



The TEMPLE of Living Stones

1 Cor. 3:11; Eph. 2:19-22; 1 Pet. 2:6-7; 1 Cor. 3:16-17



The Living VINE

John 15:1-5



The BODY of Christ

1 Pet. 4:17

Every one of these metaphors for the church emphasize its unity. The church is one bride with one husband; one flock with one shepherd; one set of branches on one vine; one kingdom with one King; one family with one Father; one building with one foundation; one body with one head.

What is the Mission of the Church?

Legacy leaders must understand and be able to clearly articulate the mission of the Church according to Scripture.

The mission of the church is to **make DISCIPLES of all nations**.

"All authority in heaven and on earth has been given to me. Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age." - Matt. 28:18-20

- Evangelizing the lost. *"Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit..." (Matt. 28:19)*
- Edifying believers. *"... teaching them to observe all that I have commanded you." (Matt. 28:20)*

"Him we proclaim, warning everyone and teaching everyone with all wisdom, that we may present everyone mature in Christ. For this I toil, struggling with all his energy that he powerfully works within me." - Col. 1:28-29

- The word "disciple" comes from the Greek word "mathetes" which means a learner, pupil, or someone who has chosen to submit their lives to the life and teachings of a particular rabbi. A disciple of Jesus is one who **is striving to become like Jesus**. The Biblical word for this is "sanctification." (Rom. 8:29; 2 Cor. 3:18)
- According to Jesus, his disciples are those who obey his commands, love others, bears fruit, sacrifice, and serve. (John 14:21; 13:16-17, 34-35; 15:1-8; Luke 14:25-33)

"It is not that I belong to God and then make a decision to join a church. My being in Christ means being in Christ with others who are in Christ. This is my identity. This is our identity...If the church is the body of Christ, then we should not live as disembodied Christians."

Chester and Timmis, Total Church

Legacy's Vision

It's crucial for Legacy leaders to have a clear understanding of our strategy for accomplishing the mission of the Church in the context God has placed us in.

The vision of Legacy Christian Church: **"to be a biblical community, living the Word."** Every leader at Legacy should know this and be able to answer what this means, specifically the two parts to this vision statement.

1. A biblical community...

- Modeled after the early church. Key Verse: Acts 2:42 (apostle's teaching, the breaking of bread, fellowship, and prayer).
- A community for whom the Bible is the authority for all of life and practice. Key Verse: 2 Tim. 3:16.
- A community that devotes itself to 'what the Bible teaches,' and not the opinions of people or the popular trends in culture. At the same time, on non-essential issues, leaving space for varying interpretations.

2. Living the Word...

- A community of people HEARING and OBEYING God's word.

"Therefore everyone who hears these words of mine and puts them into practice is like a wise man who built his house on the rock. The rain came down, the streams rose, and the winds blew and beat against that house; yet it did not fall, because it had its foundation on the rock. But everyone who hears these words of mine and does not put them into practice is like a foolish man who built his house on sand. The rain came down, the streams rose, and the winds blew and beat against that house, and it fell with a great crash." - Matthew 7:24f

"Do not merely listen to the word, and so deceive yourselves. Do what it says. Anyone who listens to the word but does not do what it says is like someone who looks at his face in a mirror and, after looking at himself, goes away and immediately forgets what he looks like.

But whoever looks intently into the perfect law that gives freedom, and continues in it—not forgetting what they have heard but doing it—they will be blessed in what they do." - James 1:22-25

"Whoever hears my commands and obeys them, he is the one who loves me. He who loves me will be loved by my father and I too will love him and show myself to him." John 14:21

Legacy's Heritage

1. The Restoration/Stone-Campbell Movement: Unity movement based on the authority of Scripture.
2. A movement that sought to lay aside all manmade creeds and doctrines.
3. No creed but Christ. The Bible is the only rule of faith and practice.
4. However, we care more about where we're going than where we've been.
5. Hermeneutic Principle: In essentials, unity; in nonessentials, liberty; in all things, love.

Legacy's Venues for Disciple Making



The Disciple's Pathway

The Disciple's Pathway is a **list of values** that characterize a mature follower of Jesus. Every leader needs to understand the different values and know how Legacy seeks to lead people in each area. These values are a tool for Life Group leaders to help members grow.

- New Creation (Lordship; surrendering your life to Jesus)
- True Worshiper (Worship; Godward focus in all of life)
- Covenant Partner (Fellowship)
- Kingdom Manager (Stewardship)
- Legacy Builder (Discipleship)

Legacy's Steps Toward Growth

Each leader should know how to guide people towards their 'next step' in getting connected to Legacy (discipleship process). (For family ministry: Legacy Landmarks.)

1. **First Steps Class** = Connect, hear the Gospel, respond in faith through repentance and baptism, sign covenant
2. **Next Steps Meeting** = Take the next steps, in getting connected to Legacy Life
 - Get connected to **Serving**
 - Get connected to a **Life Group**
3. **Leadership Orientation** (Legacy Builder) = An introduction to the basic knowledge and skills required for all Legacy Leaders.
4. **Ministry-Specific Training**
 - Guest Services
 - Children's Worker
 - Youth Coach
 - Life Group Leader
 - Operations/Technology
 - Worship Team
 - Eldership Pipeline
 - Prayer Team
 - Women's/Men's
5. **Leadership Community** (Legacy Builder). An ongoing venue for growing, developing, and challenging Leaders. Two opportunities per year: one 'all-church' gathering in January/February for Life Group Leaders, and one campus-specific gathering in the fall for all Legacy Leaders led by Campus Pastors.

Leadership Standards

Character Values of Legacy Leaders

As a leader of others, these biblical character values are expected to be modeled by Legacy leaders.

1. **SERVANT HEART.** Legacy leaders have a heart for serving others, always asking “How can I help?”

“And he said to them, ‘The kings of the Gentiles exercise lordship over them, and those in authority over them are called benefactors. But not so with you. Rather, let the greatest among you become as the youngest, and the leader as one who serves. For who is the greater, one who reclines at table or one who serves? Is it not the one who reclines at table? But I am among you as the one who serves.’” - Luke 22:25-27

2. **COACHABILITY / HUMILITY.** Legacy Leaders demonstrate coachability and attentiveness to others.

“Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves... Your attitude should be the same as that of Christ Jesus: Who, being in very nature God, did not consider equality with God something to be grasped, but made himself nothing, taking the very nature of a servant, being made in human likeness. And being found in appearance as a man, he humbled himself and became obedient to death—even death on a cross!” - Phil. 2:5-8 NIV

3. **HONESTY.** Legacy Leaders are completely committed to being honest in everything they do.

“Whoever says ‘I know him,’ but does not keep his commandments is a liar, and the truth is not in him, but whoever keeps his word, in him truly the love of God is perfected. By this we may know that we are in him: whoever says he abides in him ought to walk in the same way in which he walked.” - 1 John 2:4-6

4. **PRAYER.** Legacy Leaders are skilled in using prayer tools, disciplined in spending time with their heavenly Father, and consistently interceding for people God has placed in their circles.

5. **REPRODUCTION.** Legacy Leaders are constantly looking for ways to reproduce disciples, small groups, and ministry initiatives. You only live once!

6. **GENEROSITY.** Legacy Leaders set an example for everyone else in personal generosity with time, talents, and treasure.

Commitments for Legacy Leaders

To lead in any capacity within the ministry of Legacy Christian Church, one must be a covenant member of the church who has made himself/herself accountable and is diligently pursuing the following covenant.

Legacy Membership Covenant

1. I will be faithful to protect the church's unity by my personal practice of Matthew 18 and submission to the biblical shepherding of the church's leadership. (Heb. 13:17)
2. I will be faithful to participate in corporate worship. (Heb. 10:24-25)
3. I will be faithful to pursue biblical community through the personal accountability and mutual ministry of a Legacy Life Group. (Acts 2:42)
4. I will be faithful to honor God and support the mission of His church through my gifts and giving. (1 Pet. 4:10; Pro. 3:9-10)
5. I will be faithful in my personal witness for Christ and His church by practicing both lifestyle and team evangelism. (Matt. 5:16)

Legacy Leadership Covenant

Understanding that leaders and teachers must live exemplary lives of integrity, before God and the leadership of Legacy Christian Church, I make the following covenant:

1. I will embrace Legacy's vision and protect the unity of the church by honoring and submitting to the church's leadership.
2. I will protect the unity of Legacy by refusing to entertain negative talk about the church's leadership or about other Legacy Leaders.
3. I will faithfully pursue my own personal spiritual growth.
4. I will honor God and support the ministry of Legacy Christian Church by making an annual financial pledge through regular and proportional "first-fruits" giving. (Prov. 3:9; 1 Cor. 16:1-2; Luke 6:38; 2 Cor. 8:7).
5. I will pursue a life on mission, engaging people that are far from God in everything I do.
6. I will pursue a life of absolute integrity in everything I do, to honor God and to enhance the church's witness.
7. I will pursue excellence in the development, communication, leadership, and implementation of our ministry plans.
8. I will maintain sexual, ethical, and moral purity; and promise to avoid any and all compromising situations.
9. I will practice relational balance as a disciple-maker. (Luke 6:12-19)

UP: I will prioritize my time with God every day.

IN: I will always be discipling someone. (2 Tim. 2:1-2)

OUT: I will be prayerfully watching for opportunities to connect with people far from God.

10. If at any point I fall short on these expectations, I will practice regular confession with my coach or ministry leader. (1 John 1:9)

Part 2:

Legacy's Philosophy and Structure of Small Groups

Role & Function of Life Groups

Legacy Christian Church exists to make disciples of Jesus.

While the Bible provides clear guidance on what it means to follow Jesus, **each church has its own process and vocabulary surrounding discipleship**. Words create worlds. In this training, as a Life Group Leader, you will learn about Legacy's process and vocabulary for making disciples, and the primary venue in which those disciples are made is in a Life Group.

At Legacy, the language we use for 'small groups' is the phrase 'Life Group.' When a person becomes a member at Legacy Christian Church, he/she promises to be faithful to pursue biblical community through the personal accountability and mutual ministry of a Legacy Life Group.

Why Life Groups?

1. Allows the church to **meet the needs** of each member.
2. Provides **accountability**.
3. Provides **community**.
 - Because **spiritual growth happens in relationship with others**.
 - Because it **meets some of the greatest needs in our current culture**.
Megachurches continue to grow, but everyone surveyed hates them.

Other Reasons for Life Groups at Legacy

1. **We meet in small groups to follow the example of Jesus.** When we get to the ministry of Jesus in the Bible, we see him subverting the rabbinical model of his time. Instead of waiting for would-be disciples to come to him, Jesus **chose** twelve disciples. Now, no single one of us has the capacity to intentionally invest in an unlimited number of people, and Jesus was no exception. Even though large crowds were following him, he chose to focus intentionally on a small group of disciples.

2. **We meet in small groups because discipleship happens when we're living life "on the go" together.** While worship services and the public proclamation of the Word have a vital role in the process, Disciples don't grow through worship services; they grow through **relationships**. (Note that most of what the disciples learned from Jesus, they didn't learn from listening to him preach at a synagogue.)
3. We meet in **small groups because they offer the most practical way of caring for each other's needs and BEING the Church.**

What is a Life Group?

A Life Group is a small group of Legacy members that have decided to intentionally pursue Jesus, love their neighborhood, and fulfill their covenant with Legacy Christian Church. There are three criteria that define a Legacy Life Group:

1. **Members are connected to a campus shepherding system.**
 - Shepherding is a way of caring for members that prevents them from falling through the cracks. It is the commitment of the elders of Legacy that we will be a church that cares for the needs of members.
 - Healthy shepherding is based on the principles of **delegation** (Exodus 18:17, 23; Acts 6:1-6), **capacity, the priesthood of all believers** (Eph. 4:11-12; 1 Peter 2:9), and the biblical role of leader as **equippers of the saints** (Eph 4:11-16).
 - Example: If someone wants to do a "Bible Study," but the group isn't led by a trained Life Group Leader who is accountable to Legacy's shepherding system, it is not a Life Group.
2. **Members are led along the Disciple's Pathway.** This means you, as the leader, are in regular contact with the members of your group and you are intentionally discipling them.
3. **Members care for one another's needs as part of a spiritual family.** This includes gathering regularly to be aware of what's going on in each other's lives, so no needs go uncared for.

What a Life Group is NOT

1. **Not primarily 'bible study.'** The purpose of Life Groups is not primarily an academic or intellectual examination of bible passages: it is growing in discipleship of Jesus.
2. **Not a retention strategy.** Many churches do small groups as a way of 'closing the back door' of their church so as to retain attendees. The purpose of these groups is to help people grow in Christ, not to guilt them in to staying connected to a local Church.
3. **Not a support group.** These groups are not meant to be centered around one specific life issue. There are other support groups out there for issues such as alcoholism, addiction, divorce care, grief share, etc. The purpose of a Life Group is not to care for everyone's needs (even though caring and support will be experienced). The purpose is to grow the members in Christ so that they can care for themselves, their families, and the other members of their group.
4. **Not primarily a weekly meeting.** The Life Group will meet every week and have a regularly established rhythm, but the group goes beyond the weekly meeting. This is a group of people committed to relationship with each other and committed to following Jesus together. Nobody thinks of their family as a weekly meeting, and the Church is your spiritual family.

What is a Life Group Leader?

As the leader of a small group of believers, it is your responsibility to create **environments where disciple-making happens**. You are the primary shepherd to the people in your group (we will discuss a theology of shepherding and what that means later).

Prerequisites for Being a Life Group Leader. To be a Life Group Leader, applicants must demonstrate:

1. A desire to lead others. You must have a desire to intentionally invest in the lives of 8-14 people and help them grow closer to Jesus.
2. A verifiable, continuously growing relationship with Jesus. (Preferably verifiable by another Life Group Leader.)
3. A life characterized by spiritual habits of Bible study and prayer.
4. A love for Legacy Christian Church and its leaders.
5. Have already attended First Steps class and Leadership Orientation.
6. A desire to be challenged and held accountable as a leader and a shepherd.

Character qualities of a Life Group Leader

1. Love of and for people.
2. Humble.
3. High integrity.
4. Servant attitude.
5. Heart for the lost.
6. Striving for the qualifications of Biblical Eldership (1 Tim. 3:1-13; Titus 1:5-9)

Skills Needed for Leading a Life Group

While the character qualities needed for leading a Life Group cannot be taught, there are also skills that you must develop along the way.

1. The ability to lead a discussion.
2. The ability to effectively multiply your group.
3. The ability to plan and manage the schedule and calendar of your group.
4. The ability to communicate with your group effectively.
5. Know how to do one-on-one discipleship.
6. The ability to communicate the Gospel.
7. The ability to share your testimony in a way that invites people to know Jesus.
8. Know how to create a discipling culture.

The Process for Becoming a Life Group Leader

1. Tell your Life Group Leader and/or Campus Pastor that you are interested in leading a Life Group.
2. Attend an existing Life Group and participate regularly for at least 6 months.
3. Fill out a Life Group Leader application online. It can be found on our website at <https://my.lcc.org/registration/lifegroup-leader-app>.
4. "Shadow" your existing Life Group Leader for 3-6 months. Refer to the Appendix for "The Training Cycle for Developing an Apprentice Leader."
5. Apprenticing Process:
 - Host and lead at least one Life Group meeting independently.
 - Read "Leading Small Groups that Thrive" by Ryan Hartwig.
 - Follow the "Model – Assist – Watch – Leave" cycle of apprenticing.
 - Meet regularly with current Life Group Leader for discipleship.
6. Make a plan with your existing Life Group Leader to make a healthy multiplication of your group.
7. Watch the Leadership Orientation video by going to <https://lcc.tv> and clicking on "Watch On Demand." Then click on "Leader Training." Tell your Campus Pastor when you have completed this.
8. Watch or attend New Life Group Leader Training.
9. Recruit people for your group. Minimum of 3 couples or 6 people.
10. Launch and meet consistently.

Responsibilities of a Life Group Leader

1. **Cultivates a personal relationship with Jesus.** A Life Group Leader must pursue Jesus above all else. Mission must never substitute for Jesus. It is easy to let your relationship with Jesus fall by the wayside as you get into the busyness of leading, but this is a critical error. We are not leading people to have discussions or gain knowledge; we are leading them to follow Christ. If we ourselves are not following Christ, we are leading them astray. A Life Group Leader takes responsibility for their own relationship with Jesus and pursues next steps, accountability, and growth.
2. **Shepherds a group of 8-12 people.** 4-10 people is the recommended size of a Life Group. As the group gets larger, it is more difficult to develop the kinds of relationships and have the kinds of conversations that drive discipleship. We want to celebrate smaller groups and go deeper with fewer, as God gives us the grace to. We celebrate discipleship and next steps, not just group size. The cultivation of deep, authentic relationships is better facilitated in a smaller group.

Groups will sometimes exceed these numbers due to scheduling and pressures, and as God graces us with more people. This should increase our desire to grow and reproduce groups, so that more and more people are able to be a part of a Covenant Community where they experience love and challenge and grow as disciples like never before. Leaders and Apprentices should specifically recruit people to join their groups rather than rely on Life Group "sign-up weekends" to recruit. The greatest participation will happen with people who have been personally invited, and with whom there is already some kind of relationship or connection.

3. **Leads their group on mission.** Mission is a critical component of a Life Group. If a Life Group is simply a discussion group, or focused inward, it does not fulfill Legacy's Covenant to "be faithful to honor God and support the mission of His church through my gifts and giving." Life Group Leaders are responsible to engage their group on mission. It could be participation in a ministry inside the church or outside. It could be a part of a group member's mission, serving in their community, or something similar. Jesus did not just gather with His disciples to discuss Scripture; He led them on God's mission to seek and save the lost. This is an indispensable part of what it means to be a disciple. If we are not leading our people on mission, we are not discipling them in the way of Jesus.
4. **Identifies and develops future leaders.** Current leaders are to actively entrust their Apprentices (and others they see with leadership potential) with responsibility and give them appropriate opportunities to lead. Groups multiply from within. This allows new leaders to learn at the side of their current leader and be sent out to reproduce the discipleship they have seen modeled.

5. **Encourages non-members to pursue Covenant Membership with Legacy and encourages members to Covenant faithfulness.** Attendees of worship services and Life Groups should take steps to become a member of Legacy Christian Church. Leaders should advocate regularly for First Steps Class and should showcase other ministries in which members can serve.
6. **Connects regularly with Coach or Campus Pastor.** Coaches and Campus Pastors are resources the Life Group Leader should access for support and wisdom on navigating difficult situations within their group, as well as to update them on the spiritual health of your group.
7. **Reproduces self through an Apprentice.** A Life Group Leader without an Apprentice should be a rare thing. Leaders should identify and recruit Apprentices and pour into them intentionally to reproduce themselves. This is the call of discipleship. Leaders should have a clear plan and be passing off meaningful responsibility to Apprentices as they're ready. Ideally, an Apprentice will be doing most of the "work" of leading a group and will "own" the group the way the Leader does, by mid-way through their first year together. That will allow the Leader to give their Apprentice feedback and guidance while seeing first-hand how that Apprentice leads and cares for a group.
8. **Leads group to meet effectively in alignment with Legacy's plan.** Life Groups are to meet once a week, four or five times a month. If a Life Group is not following a set curriculum, the Life Group Leader is to use the Weekly Sermon Discussion Guide to plan for the group meetings. By using the Sunday sermon as a focal point, we build on the energy and teaching from God's Word to facilitate next steps, discipleship, and greater alignment. Leaders should also record attendance in Rock so we can better track group participation and make improvements.
9. **Attends Life Group Leader Trainings, Leadership Communities, and is committed to growth.** Life Group Leaders attend trainings throughout the year meant to provide them with specific training and content to encourage them as leaders, disciples, and disciples. Leaders make it a priority to attend these trainings, as they are committed to growth and understand the great importance of their role. Pursuing growth through other means is also greatly encouraged, whether through a "Night with the Prof," a conference, an online resource, a book, or some other program.

Shepherding Responsibilities of a Life Group Leader

1. **Know your sheep.** "I am the Good Shepherd. I know my sheep and my sheep know me." John 10:14

- Know who is 'in' your group and who is out.
- Know the names of the members of your group.
- Be aware of their families.
- The schools their kids attend.
- What service they usually go to.
- Where they're at spiritually.
- Keep updated attendance.

2. **Feed your sheep.**

"I will feed them in a good pasture, and their grazing ground will be on the mountain heights of Israel. There they will lie down on good grazing ground and feed in rich pasture on the mountains of Israel. I will feed My flock and I will lead them to rest,' declares the Lord God." (Ezek. 34:14–15)

"The Lord is my shepherd; I shall not want. He makes me lie down in green pastures. He leads me beside quiet waters." (Psalm 23)

"Man does not live on bread alone but on every word that comes from the mouth of God."
Matthew 4:4

- Sheep need to be feed with pure doctrine and spiritual truth from God's Word.
- Prepare diligently for your group time together, carefully reviewing the sermon and the discussion questions.
- Be a perpetual learner and student of God's word so that at any given time you have something to share from the Bible that God has been teaching you.
- Chose content for your group time that centers upon God's Word.

3. **Lead Your Sheep.**

"He led forth His own people like sheep and guided them in the wilderness like a flock." Psalm 78:52

"He guides me in paths of righteousness for his name's sake." Ps. 23

"not lording it over those allotted to your charge but proving to be examples to the flock." 1 Pet. 1:3

- Lead by example in your relationship with Jesus. Are you a DWR? (Disciple Worth Reproducing)
- Be committed to personally feeding from the Word.
- Be an example of someone who is diligent in heeding the warnings of Scripture.
- Lead your own family in spiritual growth well. (1 Tim. 3:4-5)
- Tithe faithfully.
- Serve regularly at church.
- Lead by example in respecting and honoring the leadership of the Church.
- Be someone your sheep can come to for counsel and guidance when they are facing life challenges and temptation.

4. Protect Your Sheep.

"Pay careful attention to yourselves and to all the flock, in which the Holy Spirit has made you overseers, to care for the church of God, which he obtained with his own blood. I know that after my departure fierce wolves will come in among you, not sparing the flock; and from among your own selves will arise men speaking twisted things, to draw away the disciples after them. Therefore, be alert..." Acts 20:28-29

- Be aware when your sheep are in danger of false teaching and worldviews that are contrary to a biblical worldview.
- Have your radar on for any attitudes that threaten the unity of your group or the Church.
- Recognize 'stray sheep' and take decisive action when you do. For Jesus, a stray sheep was so serious a matter that a good shepherd would leave the other sheep behind to find it.
- Pursue lost sheep.
- Keep accurate and updated attendance so you know when sheep are starting to wander away.

Overview of Shepherding Process

These guidelines are based on consecutive weeks of not completing a Connection Card:

- 3 Weeks: Contacted by Life Group Leader
- 4 Weeks: Contacted by Campus Pastor
- 5 Weeks: Contacted by an Elder

More information about the shepherding process can be found on pp. 43-46.

Legacy Life Group Leader Job Description

The Role:

The method Jesus chose for launching His Kingdom on earth was to choose 12 men to invest in over a period of three years. Similarly, a Legacy Life Group Leader takes responsibility for the shepherding of a group of 8-12 Legacy members in order to help them grow in Christ and in obedience to Him. The Life Group Leader leads a weekly gathering with their group which takes the form of sermon discussion, Bible study, serving together, praying for each other, and caring for one another's needs.

The Commitment:

- **Four Hours Weekly:** Preparing for group and following up with group members. (one hour of prep time, two hours of meeting time, one hour follow-up time – texting and communicating w/ group)
- **Minimum of One Year, or Two Semesters:** Life Groups typically meet August - May. A one-year minimum commitment is requested because it takes at least six months to form relationships and develop trust within the group.

The Requirements:

- Must be a Legacy member that's committed to the unity of the church.
- Must complete Leadership Orientation and attend a New Life Group Leader Training.
- Must agree to abide by Legacy's Leadership Covenant (see page 10 of the Life Group Manual).

The Responsibilities:

- Cultivate a personal relationship with Jesus that is worth reproducing in others.
- Shepherd a group of 8-12 people who gather weekly or bi-weekly.
- Intentionally guide members in their growth as disciples of Jesus.
- Care for one another's needs as a member of a spiritual family.
- Identify and develop future leaders through the apprenticing process.
- Connect regularly with Campus Life Group staff, and regularly attend Life Group Leadership Huddles (campus specific and all-church).
- Manage the calendar of your group and communicate effectively.

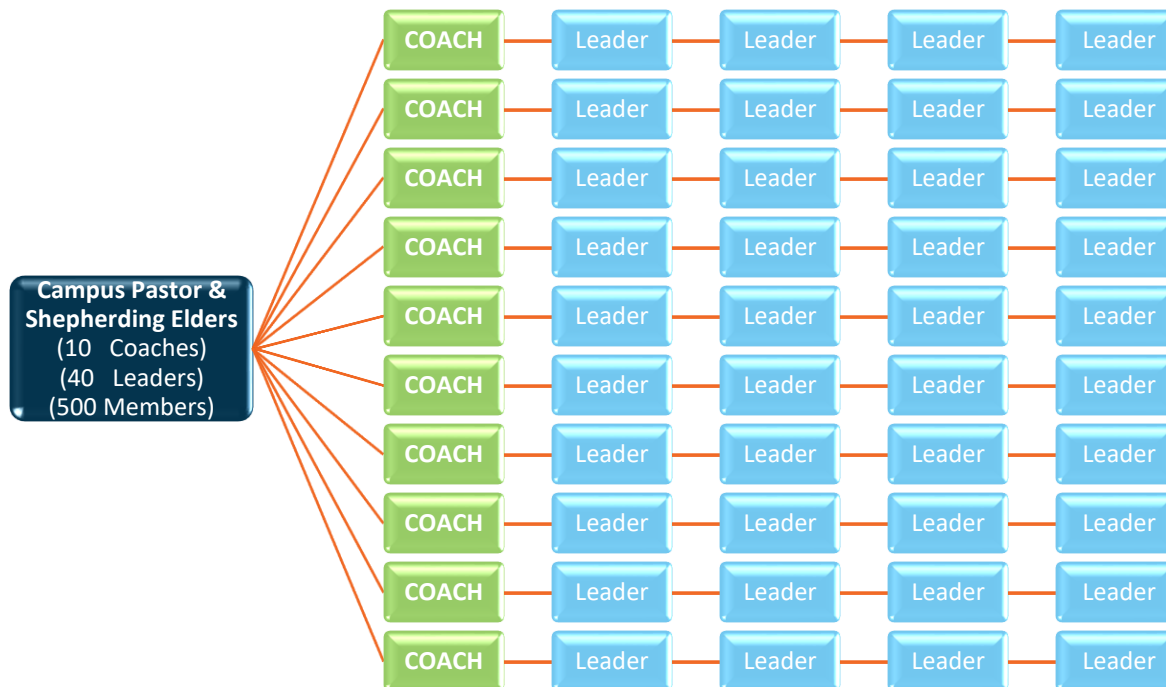
The Process to Launch a New Life Group:

1. Submit Life Group Leader application: [Life Group Leader Application](#).
2. Contact campus staff and current Life Group Leader and express your intent.
3. Complete Leadership Orientation and a New Life Group Leader training.
4. Agree to an apprenticing process of 3-6 months with your current Life Group Leader.
5. Work with your current Life Group Leader to set a date and launch your group.
6. Recruit a co-leader or couple to help you start your group. Then, launch!

What to Expect from Legacy Staff:

- Quarterly campus-specific Leadership Huddles to give you tools, skills, and best practices for effective small group leadership.
- Right Now Media access to Bible studies, sermons, and resources.

Our Life Group Leadership Structure



Life Group Leadership Roles at Legacy:

1. **Legacy Life Group Leader** – Leads a group of 8-14 people striving to grow in spiritual maturity, fellowship, and accountability.
2. **Coach** – Encourages and supports 3-4 Life Group Leaders in order to promote spiritual maturity, leadership development and ministry expansion.
3. **Campus Pastor** – Oversees campus specific Life Group efforts and supports Life Group Coaches to promote spiritual maturity, leadership development and ministry expansion.
4. **Shepherding Elder** – Encourages and supports Campus Pastors and supports Life Group Coaches relative to shepherding functions.
5. **Spiritual Formation/Staff**– Support Life Group Leaders/Coaches, Campus Pastors, and Shepherding Elders in order to promote spiritual maturity, leadership development and ministry expansion.

Our Coaching Support Structure

Legacy Life Groups - Leadership Coaching Matrix			
Who	What	When	Why
Coach & LG Leader	Face-to-face meeting at Church	Every two months	Leader and LG "health check"
Coach & LG Leader	Appointment (call, email, or face to face)	As needed	One-on-one coaching and issue resolution
Coach & LG Leader	Breakfast, lunch, or coffee	Twice a year	Relational building and leadership development
Coach & LG Leader	LG visit	1-2 times per year	Relationship building and observation / shepherding
Campus Pastor and Coach	Review "health check" updates	Every two months	Feedback loop for Coaches and Campus Pastors

"Health Check" Questions for each Life Group Leader:

1. Are the members of your group progressing on the Disciple's Pathway?
2. Are the members of your group enjoying relationships and mutual ministry?
3. How well are you doing right now at shepherding the members of your group?
4. Are there any new leaders you have been investing in recently? What are their names?
How can I help develop them?

Questions Your Coach Will Ask You:

1. What's something positive that happened in your group in recent weeks?
2. Is your group healthy right now? Why or why not?
3. Have you identified an apprentice leader and given them some responsibility in the group?
4. Is there anything I can do to help you or ways I can pray for you?

Part 3:

How to Lead a Life Group

Now that you have a basic understanding of our way of disciple making at Legacy, as well as a good theology of shepherding and our process for shepherding at Legacy, we will now talk about how to actually lead a Life Group. We will start with the three goals of Life Groups, have a short discussion on how disciples are made, and then spend some time with the “nuts and bolts” on how to lead a group.

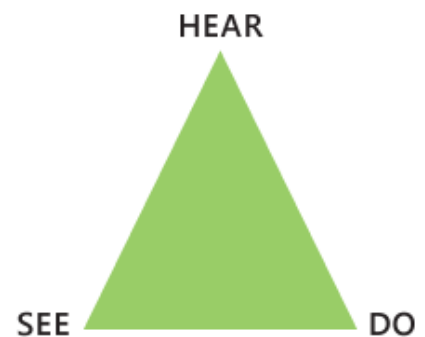
The Three Goals of a Life Group

1. To connect members to a **campus shepherding** system.
2. To **intentionally guide members in their growth** as disciples of Jesus. (*using tools like the Disciple's Pathway*)
3. To **care for one another's needs** as a member of a spiritual family. (*practicing the “One-Anothers” of Scripture*)

The Disciple-Making Triangle

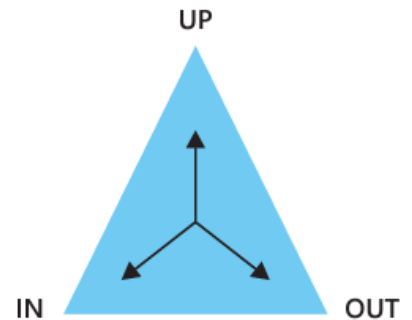
At Legacy Christian Church our goal is to be a biblical community, living the Word. The different ways we do that can be represented using a triangle.

- **HEAR the Word** – through worship services and teaching.
- **SEE the Word** – through Life Groups and mutual ministry.
- **DO the Word** – through serving Christ and his Church.



Another tool you can visualize with the triangle is the three relationships every disciple of Jesus needs:

- **IN** – Jesus invited others IN. (relationships with other Christians).
- **OUT** – Jesus reached OUT. (relationships with non-Christians).
- **UP** – Jesus got UP early to spend time with his heavenly father. (relationship with God.)



You can use the triangle with the members of your group as a coaching tool to help them grow in their church commitment and their relational balance as a disciple of Jesus.

The Disciple's Pathway – Legacy's Roadmap for Discipleship

The Disciple's Pathway is a **list of values** as to what a follower of Jesus looks like. Every leader needs to know what the different parts of the Disciple's Pathway are and how Legacy seeks to lead people in each area. These values are a **tool** for Life Group Leaders to help members grow.

- **New Creation.** (Choosing to surrender your life to Jesus) (Lordship)
- **True Worshipper.** (Godward focus in all of life) (Worship)
- **Covenant Partner.** (Fellowship)
- **Kingdom Manager.** (Stewardship)
- **Legacy Builder.** (Discipleship)

As a Life Group Leader, **using The Disciple's Pathway will be helpful** in mapping the members of your group in their journey of spiritual maturity. In the Life Group Leader Toolbox (Part 4 in this manual), you will find a **The Disciple's Pathway Diagnostic Chart**. This tool has questions that relate to each of the values on The Disciple's Pathway. It is encouraged to use this chart once every 3 months.

Making Disciples Through Invitation and Challenge

- A good shepherd/leader knows when to be more **INVITATIONAL**, inviting group members into relationship and inviting them to know and follow Jesus.
- A good shepherd/leader knows also when to be more **CONFRONTATIONAL** with the members of their group, challenging them live into their identity in Christ, to turn away from sin, and to realize the holiness of their commitment to Christ and His Church.

Jesus made disciples by inviting them to live life with him. The challenge of discipleship would be great. Its cost would be extraordinarily high in those days. The cost of discipleship is very high today. How does the Challenge of discipleship not overwhelm Jesus' disciples? Jesus was able to develop 12 men into followers by appropriately mixing **INVITATION and CHALLENGE**.

In Matthew 16, this is illustrated. "Jesus replied, "You are blessed, Simon son of John, because my Father in heaven has revealed this to you. You did not learn this from any human being. 18 Now I say to you that you are Peter (which means 'rock'), and upon this rock I will build my church, and all the powers of hell will not conquer it. 19 And I will give you the keys of the Kingdom of Heaven. Whatever you forbid on earth will be forbidden in heaven, and whatever you permit on earth will be permitted in heaven."

Notice that Jesus affirms Peter "blessed are you,") he gives him a new identity, telling him that he will be the "little rock" on which Jesus builds his church. Jesus even offers him the keys of the kingdom of God, or the ability to share in Jesus' own authority and power. It must have been an incredible moment for Peter.

Yet, only a few verses later, Peter pulls Jesus aside and suggests that he stop talking about dying in Jerusalem. Jesus responds by massively **challenging** Peter:

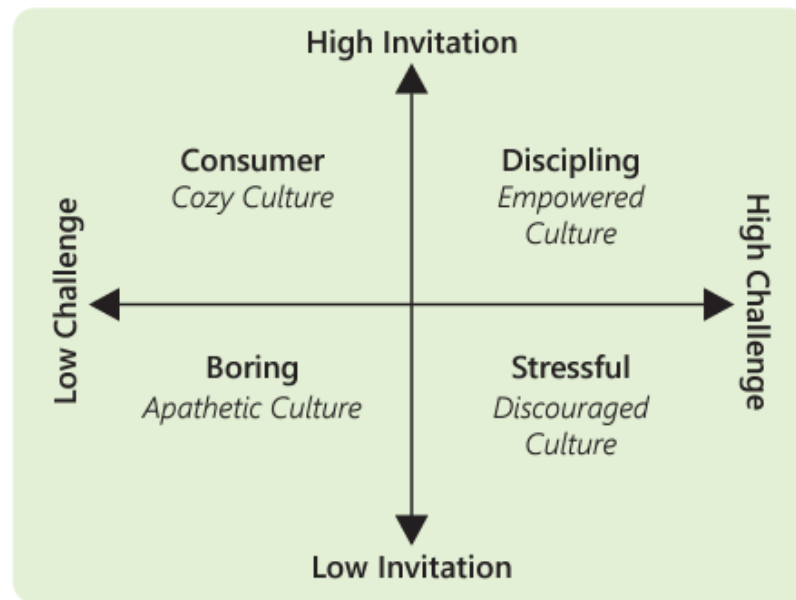
"You are a stumbling block to me; you do not have in mind the things of God, but the things of men." – Matthew 16:23

Jesus continually both invites people into relationship with him, and challenges behaviors that are either wrong, unhealthy, or contrary to the aims of the Kingdom of God. Jesus created a culture for his disciples that was both highly inviting and highly challenging.

Mike Breen, the author of *Building a Discipling Culture* says "Fundamentally, effective leadership is based upon an invitation to relationship and a challenge to change. A gifted discipler is someone who invites people into a covenantal relationship with him or her, but challenges that person to live into his or her true identity in very direct yet graceful ways. Without both dynamics working together, you will not see people grow into the people God has created them to be."

As a Life Group Leader, then, your goal is to create a **highly inviting** environment but also a **highly challenging** environment.

In considering the kind of culture you create as a group leader, this **Invitation-Challenge Matrix** may be helpful:



Some things to consider:

- A highly invitational culture but low challenge would include many ways for new people to get involved. Events, dinners, social outings, etc. But if there never was any kind of challenge, what you end up getting is **consumers** – people that are there for 'what they get out of it' or for merely social reasons.
- If there is low invitation AND low challenge, it's just boring.
- If highly challenging but low on inviting, the culture of your group would be stressful, overwhelming, and discouraged.
- The sweet spot is to have the perfect mix of invitation and challenge, of grace and truth.
- John 1:14 says "the Word became flesh and dwelt among us, and we have seen his glory, glory as of the only Son from the Father, full of grace and truth." Jesus was FULL of grace and truth. He had the perfect mix of invitation and challenge.

You will note then, that the role of a Life Group Leader is to make disciples through invitation and challenge.

Legacy Life Group Calendar

Month	Activity
January	Join / Re-start
February	Meet
March	Meet
April	Meet
May	Meet
June	Break (Optional / Elective)
July	Break (Optional / Elective)
August	Join / Re-start
September	Meet
October	Meet
November	Meet
December	Meet

Life Group Meeting Structure (See the Word)

Every week your group should do the following things:

1. **Spend some time catching up** with one another and doing fellowship. (usually at the beginning of your group time).
2. **Have a discussion or activity related to the weekly sermon.** Guides will be provided for the sermons. Log in to your Legacy Account and tap on "Life Group Resources" to access these weekly discussion guides.
3. **Prayer.** At the end of each discussion guide will be a few specific things to pray for. In addition to this, leaders should facilitate prayer activities and create space for group members to pray for one another. Some weeks this will be one person praying. Other weeks it may be breaking off into small groups to pray more specifically for each other's needs. Leaders should plan on ending the discussion portion of their group time 10-15 minutes early to leave enough time for prayer.
4. **Share critical church announcements.** If there are any upcoming events at your campus, you should take some time to "talk shop" at the beginning of your group meeting and inform members of upcoming events and how they can get involved. You, as the Life Group Leader, are a crucial link in the chain of communication.

Three Goals of Every Life Group Meeting:

Hear the Word

(Read scripture, discuss sermon, have a devotional)

See the Word

(Relationship with other members of the group)

Do the Word

(Explore ways to apply God's Word / serve together)

Three Options for Hosting Your Life Group:

1. **Live, in-person, at someone's house.** This is probably the best way to have a group meeting, but with recent restrictions and uncertainty regarding COVID-19, this might not always be possible.
2. **Video Conference using Zoom, Facetime, or another video-conferencing software.** Zoom is a free download, but the free version limits gatherings to 45 minutes. Legacy currently has zoom 'rooms' that you can rent on a first come first serve basis, but it is encouraged to buy your own Zoom account (\$9.99/month).
3. **Hybrid.** Alternate between meeting live one week, to a video conferencing meeting the next week.

How to Lead a Great Life Group Meeting.

The primary part of your role is to make disciples in the environment of a weekly Life Group Meeting. Here are the general weekly steps to leading a great Life Group Meeting.

1. At the beginning of the semester, send out a calendar of your group schedule for the coming months with a healthy balance of meeting and rest.
2. At least three days out from the night you meet, text or email the members of your group and remind them of the details of Life Group.
3. Before group members show up, turn on some background music. If it is your first meeting, you may consider using name tags.
4. Have a variety of beverages available for your group meeting.
5. Open with an icebreaker game and/or an icebreaker question. Let conversation 'breathe' and don't be too much in a hurry to get into the 'content' for the meeting.
6. At the first meeting for the semester, make sure you as the leader share the purpose of the group and your vision for the future (including the intent to eventually multiply this group).
7. Utilize the 'ice-breaker' questions or other conversation starter questions of your own choice to get conversation going.
8. Ask open-ended questions about people's reaction to the sermon or to something from God's Word they read this week. Maybe discuss key Scriptures used in the sermon.
9. Reflect on ways to apply God's Word.
10. Close by asking for prayer requests and praying for each other. (Listen for any needs that members of your group may have that can be met by the group).

The One-Anothers of Scripture

Another way we 'see the Word' is by practicing the 47 one-another commands given to followers of Jesus in Scripture. The primary place that we live out these commands is within a Life Group. As a leader, you will need to look for ways to facilitate mutual ministry and caring for the members of your group.

The One-Anothers of Scripture			
Scripture	Command	Scripture	Command
Rom. 12:10	Be devoted to one another	1 Thess. 5:11	Encourage one another.
Rom. 12:10	Honor one another.	Heb. 10:24	Spur on one another.
Rom. 12:16	Harmony with one another	Jas. 4:11	Don't slander one another.
Rom. 14:13	Don't judge one another	1 Pet. 4:9	Be hospitable to one another.
Rom. 15:7	Accept one another.	1 Pet. 5:5	Be humble to one another.
Rom. 15:14	Instruct one another.	1 Jn. 1:7	Fellowship with one another.
Rom. 16:16	Greet one another.	Mk. 9:50	Be at peace with one another.
1 Cor. 1:10	Agree with one another.	1 Cor. 11:33	Wait for one another.
Gal. 5:13	Serve one another.	1 Cor. 12:25	Have equal concern for one another.
Eph. 4:2	Bear with one another.	Gal. 5:26	Don't provoke/envy one another.
Eph. 4:32	Be kind/compassionate to one another.	Col. 3:9	Don't lie to one another.
Eph. 5:19	Speak/sing songs to one another.	Jas. 5:9	Don't grumble against one another.
Eph. 5:21	Submit to one another.	Jas. 5:16	Confess sin to one another.
Col 3:16	Teach one another.	Jas. 5:16	Pray for one another.
Col. 3:16	Admonish one another.	Jn. 13:34	Love one another.

Ways to Connect with Your Group Outside of “Group Time”

In a recent online seminar Courtney Davis, the author of *Leading Small Groups that Thrive*, mentioned that all the research that has been done on growth and transformation in small groups says that most of the growth people experience is through groups that have strong relationships with each other outside of the official group time.

- As much as possible, encourage your group members to go to the same Sunday morning worship service.
- Share meals together outside of group. Have lunch or brunch together occasionally after church.
- Have a morning men’s/women’s accountability group.

Ways to Serve Together (Do the Word)

Part of Life Group life is exploring how to apply God’s word through serving others in our groups, in our church, and in our community.

“Similarly, the difference between comfortable Christianity and costly Christianity is spiritual reproduction. It costs to become involved in the lives of people.” Walter Henrichsen, *Disciples Are Made Not Born*

Service / Doing the Word Expressions

- Serve one another within the small group (i.e., meals, hospital visits, encouragement, etc.)
- Serve others within Legacy (i.e., Children/Student ministries, ministry teams, etc.)
 - <https://lcc.org/serve-at-church/>
- Serve outside Legacy (i.e., Legacy Mercy and Missions partners, etc.)
 - <https://lcc.org/serve-my-community/>

Part 4:

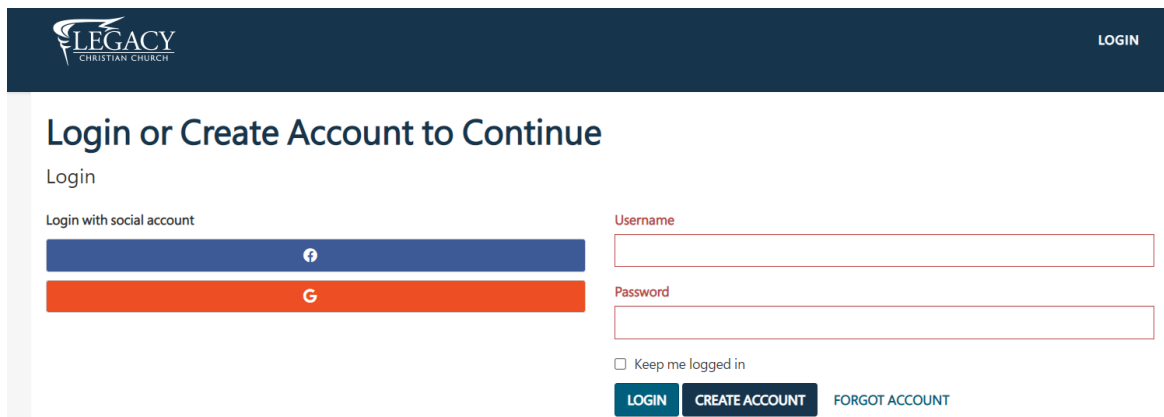
Life Group

Leader Toolbox

Creating Your Account with Rock (Legacy's Relationship Management System)

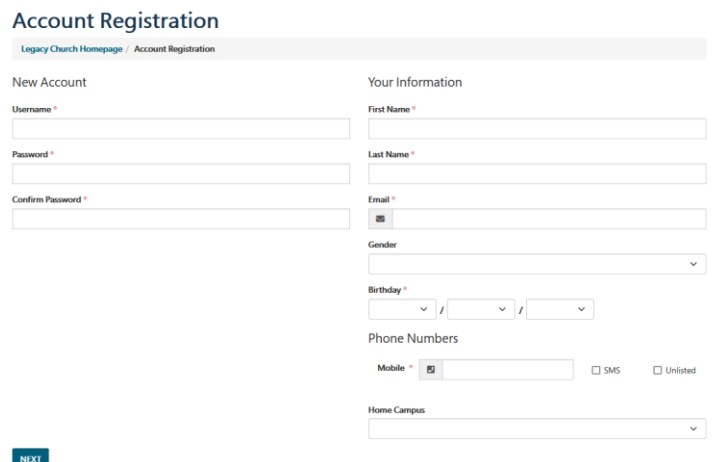
Create an Account

1. Go to <https://my.lcc.org/MyAccount>
2. Click on **"Create Account"**



The screenshot shows the Legacy Christian Church login page. At the top left is the Legacy Christian Church logo. At the top right is a 'LOGIN' link. The main heading is 'Login or Create Account to Continue'. Below this is a 'Login' section with 'Login with social account' and two buttons: Facebook and Google+. To the right of these buttons are input fields for 'Username' and 'Password'. Below the password field is a checkbox for 'Keep me logged in'. At the bottom of the login section are three buttons: 'LOGIN', 'CREATE ACCOUNT', and 'FORGOT ACCOUNT'.

3. Fill out the information in each field and then click **"Next"**.
 - Make sure you use the email that Legacy currently has on file for you.
 - If you have any questions about that, please contact your Campus Pastor.



The screenshot shows the 'Account Registration' page. At the top is the title 'Account Registration' and a breadcrumb trail 'Legacy Church Homepage / Account Registration'. The page is divided into two main sections: 'New Account' and 'Your Information'. The 'New Account' section has input fields for 'Username', 'Password', and 'Confirm Password'. The 'Your Information' section has input fields for 'First Name', 'Last Name', 'Email', 'Gender', 'Birthday' (with dropdowns for month, day, and year), 'Phone Numbers' (with a 'Mobile' field and checkboxes for 'SMS' and 'Unlisted'), and 'Home Campus' (a dropdown menu). At the bottom left of the form is a 'NEXT' button.

4. Click the select button next to your name. and then click **"Next"**.

Account Registration

Legacy Church Homepage / Account Registration

There are already one or more people in our system that have the same

You?	Name
<input checked="" type="radio"/>	Your Name
<input type="radio"/> None of these are me	

[PREVIOUS](#) [NEXT](#)


5. As the next page states, go to your email and confirm it. In your email click on the **"Confirm Account"** button.

[Confirm Account](#) [Delete Account](#)

6. Now you can login at <https://my.lcc.org/MyAccount>.

My Account

Legacy Church Homepage / My Account



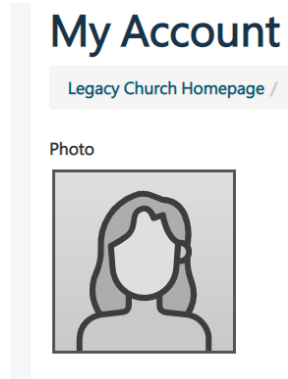
Your Name

Contact Information

[UPDATE PROFILE](#)

7. After logging in, click the **"Update Profile"** button.

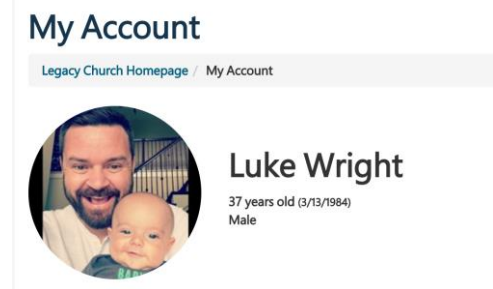
8. Click on the picture and upload a picture of yourself.



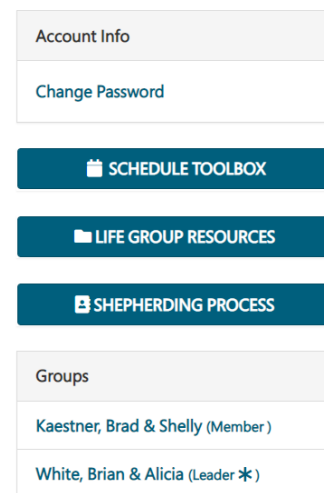
Managing Your Life Group Roster in Rock

It is important for Legacy Life Group Leaders to ensure their Life Group roster is current. This means adding new members that join your group, as well as removing group members that are no longer active. **Here's how to manage your Life Group Roster:**

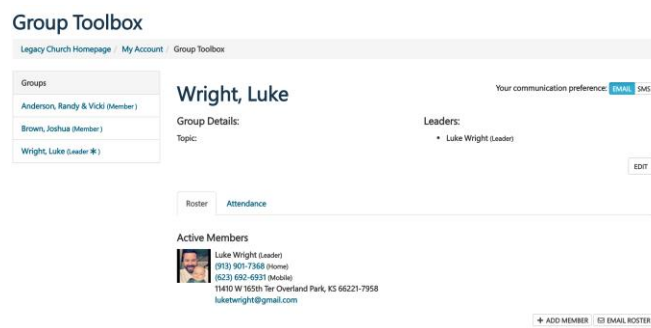
Step One: Log in to your Rock account at my.lcc.org.



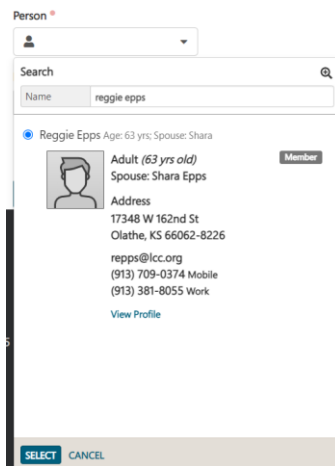
Step Two: On the right pane of your account page, you'll notice that the Life Group you lead is listed under the "Groups" heading. Click your name (It should say "Leader" next to it.). Note that any groups you're a member of will also be listed. Once you click your name, you will see your Life Group Roster on the Group Toolbox page.



To Add Group Members: On the “Group Toolbox” page, click the “**+ADD MEMBER**” button (located in the lower right section of the page).




Click the dropdown arrow in the box under “**Person**” and a search box will appear that allows you to search for the member by name. Find the person you want to add, **double click the select button next to the left of their name**.



On the next screen, confirm the Role is set to “**Member**” (not Leader), then click “**Save**” at the bottom of the page.


Person ●

 Reggie Epps

Role ●

Member

SAVE CANCEL

To Remove Group Members: On the Group Toolbox page, hover over the person's name in your group. An "X" and a  will appear to the right of their name. Simply click the "X" to remove people from your group that are no longer active.

Active Members



Luke Wright (Leader)



Taking Attendance in Rock

As a Life Group Leader, a crucial but often overlooked task you have is to take accurate attendance. Your role as a spiritual shepherd requires that you know who your lost sheep are. Legacy's entire shepherding process relies upon you as the leader keeping accurate attendance records. It also gives the Church the necessary data it needs to continue to add excellence to our Shepherding Process.

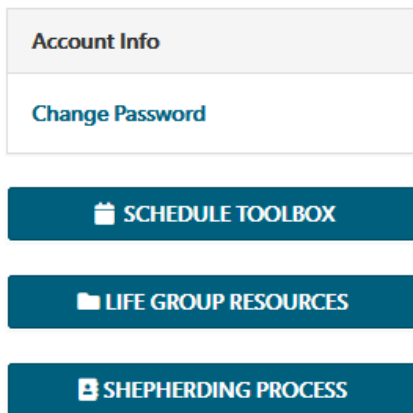
1. On your **"My Account"** page, on the right side, you'll see all the groups you are a part of. Click the group you lead. (**"Leader"** beside your name).
2. Click the **"Attendance"** tab. Click the date of the meeting for which you are recording attendance. Check the box next to the name of each group member who attended on the meeting date you selected. Please select the box next to "We Did Not Meet" if your group did not get together for that particular week.

Shepherding Process in Rock

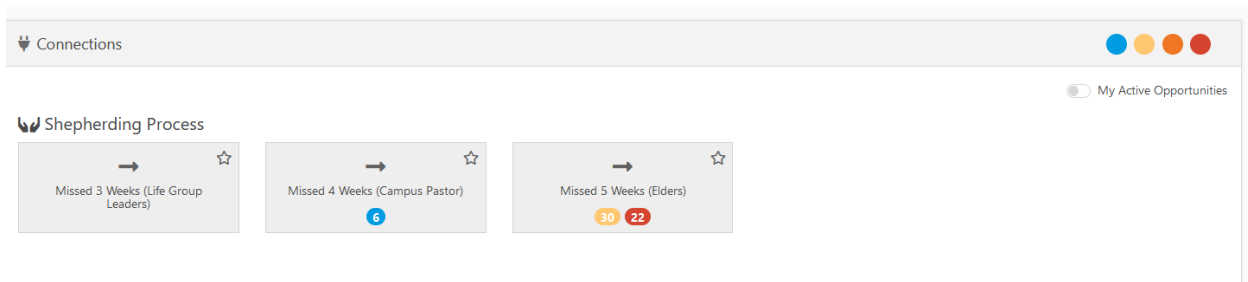


Accessing and Setting Up your Shepherd Connection Board

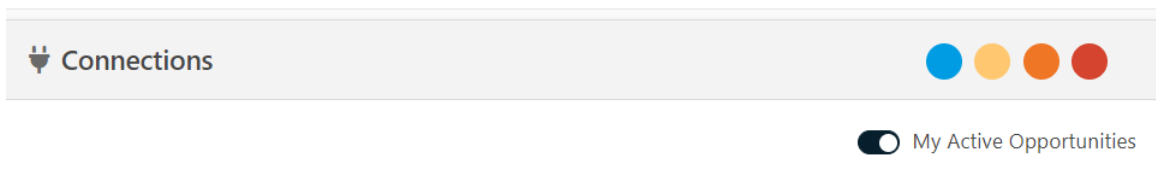
1. Login to my.lcc.org using your username and password.
2. Click on **"Shepherd Process"** on the righthand of the screen.



3. This will take you to the Shepherd Connections page.



4. Click **"My Active Opportunities"** on the righthand of the screen under the colored circles.
 - Note – Once you have selected "My Active Opportunities" you, will not need to edit this again.



- Click on **"Missed 3 Weeks (Life Group Leaders)"** box.

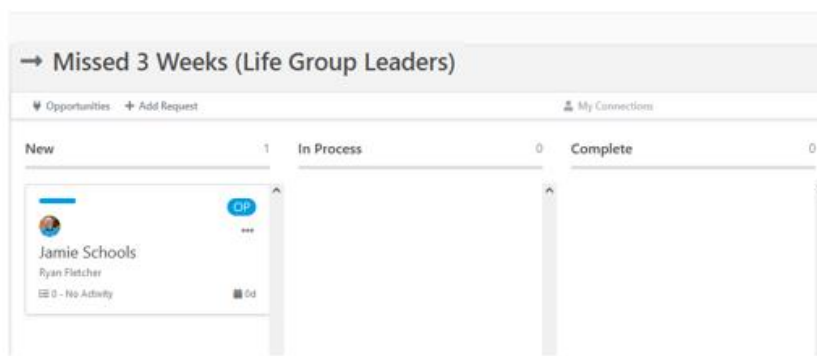
Shepherding Process



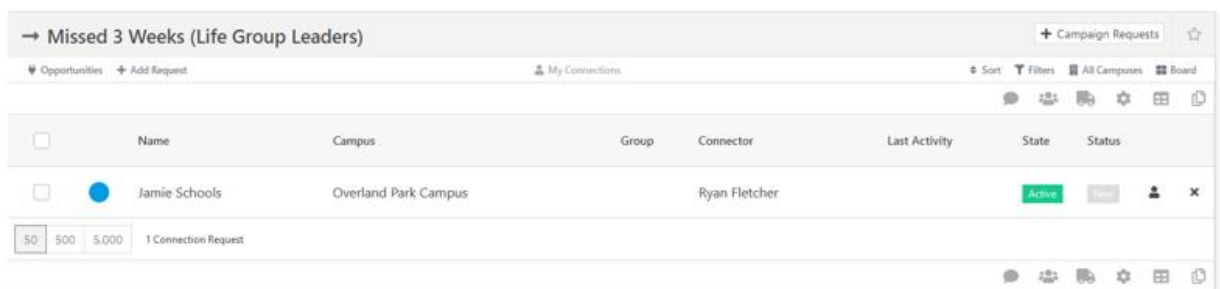
- The next page is the Connection Board for your shepherding calls.

Connection Board

[Home](#) > [Life Group Leader Connections](#) > Connection Board

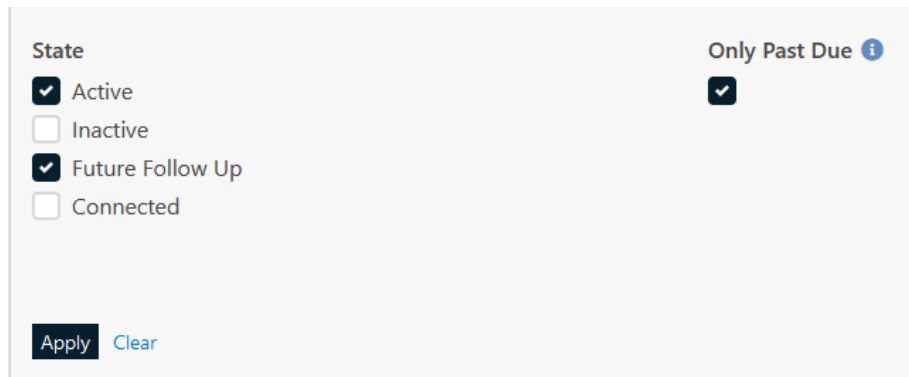


- Click on the **"List"** view on the righthand side of the page. Your page should look like the image below.
 - Note – Once you have selected "list view" you, will not need to edit this again.



- Click on the **"Sort"** tab on the menu on the right side of the page.
 - Select **"Date Added NEWEST FIRST"** on the righthand side of the page.
 - Note – Once you have sorted this, will not need to edit this again.

9. Click on the **"Filters"** tab on the menu on the right side of the page.
 - Click on the following filters and nothing else — **"Active"**, **"Future Follow Up"**, and the box under the title, **"Only Past Due"**.
 - Then click **"Apply"** under those selected filters.
 - Note – Once you have set these filters, you will not need to edit this again.



The screenshot shows a filter configuration panel. On the left, under the heading "State", there are four options: "Active" (checked), "Inactive" (unchecked), "Future Follow Up" (checked), and "Connected" (unchecked). On the right, under the heading "Only Past Due" (which has an information icon), there is a checked checkbox. At the bottom left, there are two buttons: "Apply" (dark blue) and "Clear" (light blue).

10. Your Shepherding Report is now ready to be processed.


Processing Your Shepherding Report

1. Login to my.lcc.org and access your Shepherding Connection Board by clicking **"Shepherding Process"**.
2. Click **"Missed 3 Weeks (Life Group Leader)"**.
3. You will see a list of your Life Group members who have entered the shepherding process.
4. To begin the process, click the name of someone on your list.

Connection Request


Overland Park Campus

Active New X



Jamie Schools

Contact Information
(913) 322-0604 Home
(913) 387-5210 Work
(913) 238-9616 Mobile
jschools@lcc.org

Connector
 Ryan Fletcher

[Person Profile](#)

Request Date
11/15/2021 (0 days)

Placement Group
None Assigned

Available Workflows

Attended - Mark Present

[Edit](#) [Transfer](#) [View History](#)

Activities

[+ Add Activity](#)

Date	Activity	Connector	Opportunity
No Request Activities Found			

5. Use the telephone number and/or email to contact the individual.
 - For any contact you make select **“Add Activity.”** (bottom right corner)

[+ Add Activity](#)

- Select your method of contact from the drop down (email, text, in person, etc.).
- Add any notes from the conversation.
- Then click, **“Save”**
- **Note – Do not change the “Connector”.**

Activities

Activity Type Email Sent ▼


Connector Ryan Fletcher ▼

Note

[Save](#) [Cancel](#)


6. Once you have reached out to the person, added your activity, and added any necessary notes to the profile page, you will edit the **“Status”** of the individual.
 - If someone has attended and simply forgot to check in (either in person or online), click the Available Workflow: **“Attended – Mark Present.”** (middle left – below the picture)
 - You are now done processing this individual.
 - You will no longer see them in your Shepherding Report.

Connection Request Overland Park Campus Active New ✕



Jamie Schools

Contact Information
 (913) 322-0604 Home
 (913) 387-5210 Work
 (913) 238-9616 Mobile
jschools@lcc.org

Connector
 Ryan Fletcher

[Person Profile](#)

Request Date
11/15/2021 (0 days)

Placement Group
None Assigned

Available Workflows

Attended - Mark Present

[Edit](#) [Transfer](#) [View History](#)

Activities [+ Add Activity](#)

Date	Activity	Connector	Opportunity
No Request Activities Found			

- For all other contacts, select the **“Edit”** button in blue. (middle left – below the “Available Workflow”)
- Then select the proper status and click **“Save”**.
 - **Note – Do not write anything in the “Comments” section or adjust the “State”.**

New	They are new to the list for shepherding. This is where it will be when they are assigned to you.
In Process	You have reached out to them, but have not heard back (email, voicemail, text, etc.).
Complete	You have contacted them. <ul style="list-style-type: none"> ▪ Note – if you had reached out (In Process) and later someone responds, please mark complete.

Connection Request

Requester: Jamie Schools

Connector: Ryan Fletcher

State: ☒ Active ☐ Inactive ☐ Future Follow Up ☐ Connected

Comments: [Text Area]

Status: ☒ New ☐ In Process ☐ Complete

Placement Group: [Dropdown]

Campus: Overland Park Campus

Buttons: Save, Cancel

- To review your calls and where they are, go back to your list and look at the Status and Last Activity.
 - Note – Under “Last Activity” it will list what the last activity was and when it happened.
 - To read any Contact Notes, click on the name.

Name	Campus	Group	Connector	Last Activity	State	Status
Jamie Schools	Overland Park Campus		Ryan Fletcher	Phone Call (7 seconds ago)	Active	Complete

Activities

Date	Activity	Connector	Notes
11/15/2021	Phone Call	Ryan Fletcher	Made contact. See Shepherding Note.

- Once you’ve completed your contacts, you have successfully processed your report.

Making Shepherding Phone Calls as a Life Group Leader

A 'shepherding' phone call is simply a way to reach out to your Life Group members that have missed at least three meetings in a row. As a leader, sometimes it can be helpful to contact people that you haven't seen in a while. Each campus at Legacy has "shepherding elders" who make calls to people who haven't checked in at church in a while. But often, the Life Group Leader is on the "front-lines" of caring for God's flock and reaching out to straying sheep. Here's some pointers on how to care for those who have stopped coming to group. (Specific details about making the calls and how to document them are found in the following section.)

1. Before the call.

- Familiarize yourself with the situation. Assume positive intentions. It should be your goal to let the person start fresh with you, but not con you or misrepresent previous conversations.
- Pray for the person and yourself. Specifically ask the Lord to give them an open heart and give you a wise spirit and a shepherd's heart. Ask Him to help you listen with empathy, understanding, and discernment, and then have the courage "to speak the truth in love."
- Remind yourself of your role in this conversation. Be humble but be firm. You are not managing a disgruntled customer. You are their spiritual guardian, appointed by God, disciplining for their own blessing a rebellious or irresponsible spiritual child. You are an under-shepherd of the great Chief-Shepherd and sent on behalf of Him to care for one of His.
- Review possible diagnoses and prescriptions. Recognize, this stray from the flock likely is plagued with one or more of the following spiritual maladies.
 1. This is a **spiritually immature** lamb, an infant who in their natural ignorance and naiveté is wandering toward unrecognized peril. **Prescription:** They need patient instruction. "Make them lie down in green pastures."
 2. This is a **hurting or injured** sheep, passing through a difficult season of life. They are in need of special spiritual, physical, emotional, financial, and/or relational encouragement, support and care. **Prescription:** Communicate love and care on behalf of the whole group. Pray with them and connect them to the prayer ministry and or arrange to have the Shepherding elders pray over them. If appropriate, connect them to the benevolence ministry. Make calls on their behalf to connect them to counselors and mercy givers. Help them navigate processes "Bind them up . . . Pray and anoint . . . Carry them, until they are healed."

3. This is a **rebellious or unruly** sheep. They are endangering themselves, and others and disturbing the body. **Prescription:** The correction and discipline of such sheep is why shepherds carry a rod. Love for this sheep and the flock demand loving but firm confrontation and correction. "Speak truth." "All Scripture is God-breathed and profitable for . . . reproof, rebuke, and correction."
4. This sheep has a **spiritual disease** and is possibly contagious. This is caused by eating rotten food (the doctrines of demons), and carnality from quenching the spirit and walking by sight, not faith. Diseased sheep typically manifest a selfish, unsubmitive, self-willed, and divisive spirit. They often want to debate nonessential and personal preferences. Often faking spiritual superiority and pointing to their own works as evidence, they will push the church to focus on temporal rather than eternal issues. Recognize the possibility they have not been saved (1 Corinthians 2:15-3:3). **Prescription:** Share the true gospel and look for the marks of true Holy Spirit transformation.
5. This sheep has a **social problem**. They have some ongoing bitterness or conflict with another member of the body. **Prescription:** As Scripture tells us we "must forgive as we have been forgiven" and "consider one another more important than ourselves," true believers must, for witness and unity's sake, be reconciled. As Paul said in Philippians 4:2, they must learn to agree in the Lord, and we must all help them. Refer to "Tips for Resolving Conflict" for more information.
6. This sheep is under **spiritual attack**. They are in danger of being lured from the flock and devoured by Satan or his agents or wolves in sheep's clothing. **Prescription:** Shepherds are called to protect the flock. It is time for war. Take up your staff and get between God's sheep and the false teacher. Engage in spiritual battle. Call in the help of other gifted shepherds and teachers.

2. Making the Call.

- This contact needs to be a personal phone call, a face-to-face meeting, or a text message.
- If there is no answer, it is ok to leave a brief message telling them you would like to visit but keep trying until you have personally talked with them.
- If possible, try calling back at different times and/or days.
- If after multiple attempts you cannot connect, ask your Campus Pastor or his assistant for help in finding other numbers where they might be reached. Their name will remain on the active shepherding list until the absent member attends a service.

- Smile and maintain a voice tone of gentleness and care. Remind yourself your goal is to communicate value and love. Jesus died for this person. This is someone's mother, father, brother, sister, or child.
- Begin by telling the person who you are and why you are calling. Give them time to respond. Calmly listen to the probable excuse that will come. Allow the Spirit to speak through you as you give a bold response.
- Ask direct questions. Be sensitive to their openness and responses. Do not just tell them they need to get back in church but speak truth in love about their spiritual condition.
- Try to identify the core problem. Possible questions:
 - Has something happened that upset you that I can help resolve?
 - Has something been said or done that offended or hurt you? Could you share what is happening in your life that is causing you to miss Life Group time?
- Try to respond appropriately to both real and perceived needs. Teaching and ministry are appropriate. Possible topics that often needed to be repeated:
 - Scripture says not to forsake the meeting together of the church.
 - In the body of Christ, we all belong and are accountable to all the others. (Romans 12: 4-5)
 - Christ calls you to support, grow, and build up the other members. (Ephesians 4:16)
 - No branch can thrive, grow, and bear fruit separated from the vine. (John 15:1-7)
 - Tell them about the current sermon series or an upcoming campus event for them or their family.
- If appropriate, offer to help them find a group that might be a better fit. Then be sure to follow up with your Campus Pastor.
- **Cautions about the Call**
 - As a Christian, and even more so as a leader, you have a divinely commanded duty to both practice and promote Matthew 18. So, do not allow them to turn the conversation into slander or gossip with unverified and often disputed accusations.
 - Do not allow them to mind-read the thoughts and/or impugn the motives of others, especially a small group leader, staff member, pastor, or other elders (1 Timothy 5:19). Love always assumes positive intentions until its proven otherwise.
 - Impugning the motives of others is almost always a symptom of emotional and relational dysfunctionality. If they do this at church it is highly likely they do it in

all of their relationships, resulting in frustration and conflict. Never, especially in the name of love, enable or encourage dysfunctional thinking and behavior. Whether they recognize it or not, what they need from us is the truth in love.

3. Documenting the Call.

- Follow the instructions on pages 40-42 to make and document the call.

The Disciple's Pathway Diagnostic Chart

As a Life Group Leader, **using The Disciple's Pathway Diagnostic Chart may be helpful to you** in mapping the members of your group in their journey of spiritual maturity. It is encouraged to use this chart once **every 3 months**.

Group Member Name: _____ **Date:** _____

1. **New Creation** - The disciple's state of salvation, sense of their identity in Christ, and confidence in their eternal security.

Question	Yes/No?	Next Step for you to encourage them in this area. (Make this specific, measurable, realistic, and relevant to the person's life stage.)
Do they profess to believe in Jesus Christ as their Lord and savior?		
Have they been obedient to getting baptized after professing faith?		

Possible Next Steps to Grow as a New Creation:

- Share the gospel.
- Discuss the necessity of baptism.
- Ask them where they're at with God. (A "Define the Relationship" conversation).

2. **True Worshipper** - The disciple and Jesus' personal relationship. Are they consistently spending time with Jesus? Are they doing basic spiritual habits?

Question	Yes/No?	Next Step for you to encourage them in this area. (Make this specific, measurable, realistic, and relevant to the person's life stage.)
Are they spending daily/regular time in God's Word?		
Do they have a Bible reading or study plan (not just making it up as they go)?		
Do they spend daily/regular time in prayer?		
Are they making and sharing consistent applications/goals in their relationship with God?		
Do they participate in corporate worship regularly?		
Do they have a major sin issue in their life that would keep them from personal worship?		

Possible Next Steps to Grow as a True Worshipper:

- Do they need some tools to help them study God's Word?
- Help them find a clear Bible-reading plan that they can follow.
- Find an accountability partner or group.
- Attend a prayer workshop, group, or event.
- Confess sin to the group. Make a public decision to repent in front of other believers.
- Why aren't they attending Church? What's the missing component of Sunday morning?

3. **Covenant Member** - The disciple's relationship with the Church and other believers.

Question	Yes/No?	Next Step for you to encourage them in this area. (Make this specific, measurable, realistic, and relevant to the person's life stage.)
Have they placed membership with Legacy?		
Do they participate in corporate worship regularly?		
Are they consistent in participation to your group?		
Are they showing evidence of the fruit of the spirit with how they live their life and relate to others? (love, joy peace, patience, kindness, goodness, faithfulness, gentleness, and self-control?)		
Do they have a major sin issue with another church member that they have not dealt with?		

Possible Next Steps to Grow as a Covenant Member:

- Encourage them to attend First Steps.
- Find a group that meets on a more convenient night for them.
- Learn more about the importance of corporate worship.
- Ask their spouse or someone close to them if they see any spiritual fruit in their lives.
- Initiate a reconciliation conversation with the person with whom you have an issue.

4. **Kingdom Manager** - The disciple's understanding and management of the gifts and resources that God has given them to grow his church and build his Kingdom here on earth.

Question	Yes/No?	Next Step for you to encourage them in this area. (Make this specific, measurable, realistic, and relevant to the person's life stage.)
Do they know their spiritual gift(s)? *If known, take note of what spiritual gifts the disciple has.		
Are they serving in a capacity that uses their gifting?		
Are they serving anywhere in the church? <i>If so, where?</i>		
Do they enjoy where they are serving?		
Are they following our member covenant in the area of giving and tithing?		

Possible Next Steps to Grow as a Kingdom Manager:

- Take the spiritual gifts test through their Legacy Account.
- See if they are serving anywhere and assess whether it's a great fit (i.e., Do they enjoy it? Does it give them life / joy?)
- Do they need to be encouraged to serve somewhere else?
- Ask some direct questions about tithing.

5. **Legacy Builder** - The disciple's desire to build a Legacy according to his / her unique gifts and passions. The disciple's desire and obedience to participate in the process of making disciples of those far from God in their life.

Question	Yes/No?	Next Step for you to encourage them in this area. (Make this specific, measurable, realistic, and relevant to the person's life stage.)
Have they stepped into a leadership role in their area of serving?		
Have they taken Leadership Orientation?		
Have they taken any other Leadership Classes through Legacy (Level 2, 3, or 4)?		
Do they have a personal desire to make disciples?		
Are they regularly praying for others in their life to come to know and follow Jesus?		
Have they shared their personal testimony with someone in the last 3-6 months?		
Have they shared God's story with someone in the last 3-6 months?		
Are they discipling anyone by helping them move along the Disciple's Pathway?		

Possible Next Steps to Grow as a Legacy Builder:

- Figure out what's holding them back: Fear? Lack of training? Lack of equipping?
- Encourage them to join Legacy's Leadership Classes.
- Remind them that they were once lost.
- Share your testimony with them.
- Ask them to make a 'List of 100' people who seem far from God and encourage them to begin praying for ways to impact their lives for Christ.

2. How To Facilitate Discussion

While curriculum is a great place to start with group discussions, it is also helpful to know these tips in order to keep a good discussion going as well as to handle awkward or difficult questions that may arise:

- **Ask open ended questions.** Ask questions like "How does that make you feel?" or "What would you do if...?"
- **Avoid "yes" or "no" questions.** They tend to stop discussion rather than promote discussion.
- **Ask "Why" questions.** These make people really evaluate their feelings and thoughts. For example, "Why do you think Jesus said that?"
- **Don't be afraid of silence.** Let the group think through what has been said or viewed. Use the "Rule of 8" which suggests that the leader should count to 8 in his/her head before repeating the question.
- **Be ready to share first.** As the leader, be prepared to be the first person to share. Your openness will encourage others to open up as well.
- **Do your best not to interrupt.** Interrupting people makes their future input less likely.
- **Practice the art of listening.** Really listen to what others are saying, rather than thinking about what you are going to say next while they are still talking.
- **Thank people for sharing.** This will encourage them to share again.
- **Pre-view the video or printed materials beforehand.** Being familiar with the discussion material beforehand is a key to keeping the group focused during the discussion period and should be a part of leader preparation.
- **Be flexible.** Sometimes other issues need to be discussed even though they are not scheduled.
- **Keep the discussion on topic when needed.** Say something like, "Let's refocus for just a minute and talk about this week's topic."
- **Treat others with respect.** Treat everyone's comments and questions with consistency. Keep in mind there's no such thing as a "dumb" question or comment.
- **Don't think you have to be an expert.** Remember, leading a Legacy Life Group does not require you to be a Bible scholar, theologian, counselor, or any other kind of expert.

- **Be willing to say, “I don’t know.”** No one expects you to know everything so be prepared to admit when you don’t have an answer.
- **Look it up.** When you don’t know an answer to a question, tell the group that you will do a little research and attempt to bring an answer next week. Encourage them to do the same.

Ask for help. Don’t hesitate to ask a Coach, Campus Pastor, or Spiritual Formation Staff for advice or insight.

How to Be a Better Listener

Listening skills are critical for Legacy Life Group Leaders. Make sure to exercise the following skills when you are meeting with your group. As you utilize them, they will become habits, and you’ll be an even better leader!

1. **Stop talking.** You can’t talk and listen at the same time.
2. **Don’t interrupt.** Interrupting people discourages them and makes it less likely that they will contribute to your group’s conversations in the future.
3. **Use body language.** Sit or stand up straight and look the other person in the eye.
4. **Actively listen.** Don’t think about what you’re going to say while the other person is talking.
5. **Listen for themes.** Try to identify and understand the speaker’s main idea.
6. **Be alert.** Watch for nonverbal cues that indicate a speaker’s mood.

How to Welcome New Members into Your Life Group

As new members arrive in your Life Group, make sure to be intentional about getting them connected. You should always be on the lookout for new people at weekend worship that are not yet connected to a Legacy Group to invite to yours. In addition, please stay in touch with your Campus Pastor and staff. Often, they will send you names and contacts of people (with their permission) who have expressed interest in joining a group. Here are a few tips:

1. Set up a one-on-one with the new person / couple to connect over coffee and get to know them better. Pay for their coffee or buy their food. Tell them about your group. Tell them about yourself. Find out where they are at spiritually. Jot down some notes after your meeting.
2. Introduce them to members of the group.
3. Inform them of the group rhythm – the 'ground rules' for your Life Group.
4. Be their "Life Group tour guide." Show them where the bathrooms are, where the food is, etc.
5. Be mindful of "talking in code." Chances are you already know the situations other members of the group are talking about. Try not to talk about too many new things that your new friends are not a part of. Find conversations you can include them in.
6. Explain what's going on and don't be weird.

Tips for Leading Life Group Meetings on Zoom

Leaders need to facilitate extra hard in Zoom calls, especially while the format is still unfamiliar to many people. Here are some engagement tips:

- Familiarize yourself with all the features of zoom.
- Ensure that members of your group have all the computer equipment necessary to have a video conference.
- Instruct members of your group to use only one device per household. (Spouses on same screen).
- Make sure your face has sufficient lighting.
- Remind group members to meet in a room with no background noise. Select the quietest room in the house.

- MUTE YOUR COMPUTER UNLESS YOU'RE TALKING. As the leader you have the option of muting / unmuting everyone, or one at a time, but members of your group should know to mute their microphone (there's a button at the bottom of the screen) while they're not talking.
- Lean towards structured timelines and activities as looser/unstructured activities are harder online.
- Invite people to use gallery view over speaker view.
- Ask direct questions – call on individuals to keep them engaged.
- To "go around the room" - everyone is arranged differently on screens, but to achieve the same effect, after one person speaks, they call on another person to go next, continuing until everyone has gone.
- In Gallery view, you can actually see "the whole room" at a glance. To get a check-in on how people are doing the "Fist to Five" activity is very helpful. You count to three, and on 3 everyone shows how they are doing on a scale of 1-5.
- In contrast to in-person meetings, you, the moderator, will have to be significantly more assertive:
 - Be welcoming and in charge.
 - Redirect the conversation or mute participants when necessary. It may feel rude at times, but you are responsible for managing a good online experience for all your participants.
- Resist the urge to multi-task.
- Spend time looking directly at the camera, not just at the screen. Digital form of 'eye-contact' goes a long way to foster the kind of connection you would normally have in person.
- Be aware of 'zoom fatigue.' Our brains are working on overdrive to 'fill in the gaps' of facial cues that we normally get in person, so as a result, people have significantly less energy for long video conferencing meetings. Try to limit your meeting to one hour.
- Use 'breakout rooms' to separate everyone into groups of three for prayer at the end.

Tips for Resolving Conflict

While dealing with conflict is difficult to do at times, when handled properly, conflict can build intimacy within your group.

Matthew 18:15-17 serves as our guide for conflict resolution within groups: "If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that 'every matter may be established by the testimony of two or three witnesses.' If he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, treat him as you would a pagan or a tax collector."

- **Step One: One-on-One Meeting to Seek Reconciliation (Matt 18:15).** If you have conflict with someone, go to him or her one-on-one to seek reconciliation. If someone in your group comes to you to talk about a conflict, they have with someone else in the group, your first question should be "Have you talked to them about it?" If they say no, don't even listen to the issue before they go and attempt to make it right. If they have talked to them, then you can move to step two.
- **Step Two: Mediator is Included (Matt 18:16).** Someone should be included if the problem is not resolved in a one-on-one meeting (or several one-on-one meetings). You, the leader, should serve as mediator for unresolved conflict for your group members. If you, the leader, are involved in the conflict, then the mediator should be a qualified staff member or a Legacy Life Group Coach.
- **Step Three: Offense is Made Public (Matt 18:17).** In the rare case that the problem cannot be resolved with outside mediation, the offense should be brought out into public. This can be a discussion among the group as a whole. This should be considered as a last resort to restore the relationship, and this step should not be taken without gaining consent from your Campus Pastor.

How Do I Give Godly Counsel?

When listening to someone in order to respond with gospel-centered and Bible-based counsel, there is a progression of logic and action that is important to follow. These steps will help you care and counsel well when you are faced with a hard conversation or the call to bear patiently with someone in need.

1. **Love** - God is love, so we are to love others. To disciple with a Christ-centered love, consider these points:
 - There must be a desire to help. Our desire reveals whether we have a kingdom mindset or worldly one. We can help others for our own benefit, even if what we

are doing is good. It reveals our self-centeredness. We can help others for their benefit, and it starves our self-centeredness. One is an incorrect gospel application; the other is a biblical command to love God with all you are and love others as you love yourself.

- Offer your full attention. How will we know what to say if we have not heard their story? Be fully present when you are listening. Hearing will allow you to know what biblical counsel to give, which direction to take moving forward and how to intercede for others.
 - You must show compassion. In Hebrews, the author portrays Jesus as One who sympathizes with our weaknesses and is able to help because He suffered and was tempted in every way. No human can ever fully understand another, but we do strive to emulate the example of Christ in our laboring to understand the struggles and suffering of others.
2. **Listen** - It's important to hear how a person defines their situations and struggles. It is tempting to jump in and either define the problem yourself or correct the definition of the problem without fully hearing the story. Does this situation sound familiar?

"I have this issue with my neck, it hurts when I..."

"Oh, I know exactly what you're talking about! I have a pain in my neck too! Here's what you need to do..."

- A tendency to be aware of is that we often quit listening to discern the moment we see a point to relate to. The mind works to remove dissonance, and in trying to understand someone else's struggle, we try to compare our own experience and then liken all our thoughts and experiences with that issue to theirs.
- Over time, carefully and graciously help individuals look at their hurts and struggles in light of Scripture. This approach will help bring fertile ground and a willing spirit to how they are thinking, feeling, and behaving in response to their struggle or suffering.
- As this approach progresses, the person being disciplined will begin to view and discuss their troubles through the lenses of God's Word. With this, the individual's thinking, feeling and behaving are, in turn, filtered through truth rather than circumstances, sufferings or problems. This progression frees the disciples to see his problem in relation to the affections of his heart, which is where Jesus says the things that defile us come from.
- In and among suffering, affections will be exposed either as affections for self or affections for Christ. Misplaced affections will constantly point to deeper heart issues.

3. **Identify Biblical Solutions** - Through hearing and discerning, we look to Scripture that speaks adequately to the heart and circumstance. If discernment toward the heart is skipped and you jump straight into biblical solutions, there becomes a danger of behavior being addressed without true heart change that comes through the Holy Spirit, as God's Word impacts the heart. This may seem like a small thing, but biblical solutions apart from understanding where affections of the heart have gone wrong lead to legalism. The Pharisees and the Sadducees displaced these affections as they consistently approached problems through the law with hearts that were far from the Lord.
4. **Exhort Biblical Action** - Once biblical solutions are identified and studied, the discipler exhorts biblical pursuit. This includes but is not limited to exhorting the individual to:
 - Forsake allegiance to the flesh. The individual grows in an understanding of how the flesh has traditionally played out but stays keenly aware of the heart issues beneath.
 - Trust in the power of God. The individual grows in trust toward God's sovereignty while acknowledging and embracing the deep need to walk in His ways and actively trust in His goodness.
 - Dwell upon the gospel of Jesus Christ. The individual grows in an understanding of what has been secured in and through the gospel of Jesus Christ. Justification, sanctification, and glorification are all realized in Christ and empowered through the Holy Spirit.
 - Meditate upon, memorize, and apply the Word of God. The individual displays an increased hunger for God and desire to know His Word.
 - Seek power and comfort from the Holy Spirit. The individual embraces a proper view of the Holy Spirit as part of the Godhead. This means there is a persistent desire to grow in the knowledge of the Spirit, walk in the power of the Spirit, and seek the Spirit in all things.
 - Engage fully in the body of Christ. A great failure of many believers has been looking outside the body of Christ for care and help. This exposes a great failure of the Church to not be a place and people who pursue authentic, biblical Christianity. As the Church strives to be an instrument of God to His people, the individual should be encouraged to engage in the body of Christ. This does not mean they never seek counseling or help outside the body, but that the body is the first place they go.
 - Wait patiently upon the Lord and His timing. God is in control, so we don't have to be. A failure to trust God is a failure to trust in His Sovereignty.

Part 5:

Addressing Difficult or Sensitive Topics

Human beings are broken, so everywhere there are people, there can be problems. Below are some tips that address some of the challenges that might arise in your Legacy Life Group.

Guidelines for All Leaders to Remember

1. **CONFIDENTIALITY IS VITAL.** Your group member has placed his/her trust in you. Be cautious with whom you share this information.
2. Unless you are a licensed professional counselor, please use caution when giving advice to anyone.
3. Remember to never meet one on one with someone of the opposite sex.

Doing Formal Church Discipline

As we disciple people, we are constantly confronted by sin. The life of a Christian has been described as one of constant confession and repentance. Everyday discipleship and accountability are the norm as we encourage and challenge one another to greater devotion to Christ. Sometimes, however, someone will not acknowledge, confess, or repent from sin. When this happens, it is the responsibility of Life Group leader to begin the gospel work of church discipline in order to restore the person.

In general, you will be able to tell the difference between the need for everyday accountability or church discipline by whether or not there is a heart of repentance. As a spiritual shepherd you are to lead, care for, protect, and discipline those in your care. Protecting your people from sin and exercising wise and loving discipline first happens in the context of everyday accountability. This is your responsibility as a Christian brother or sister and a leader and shepherd. You may privately address a sin directly against you or an observed sinful habit or action (Matthew 18:15; Galatians 6:1).

At Legacy, we practice the four-fold process found in Matthew 18 for confronting other believers concerning sin in their lives.

In Matthew 18:15-17, Jesus outlines the way the church is to seek the restoration of a believer who has fallen into sin—a **four-step process**. A sinning brother or sister is first to be **confronted privately** by a single individual (v. 15). If he/she refuses to repent, that individual is to take **one or two other believers along** for a second confrontation (v. 16). If the sinning brother refuses to listen to the two or three, they are then to **tell it to the church** (v. 17) – in

other words, take it to the Campus Pastor and/or Shepherding Elders. If there is still no repentance, the final step is to put the person out of the assembly (v. 17; cf. 1 Corinthians 5:1-13).

The exercise of church discipline as described in Matthew 18 and other passages (1 Corinthians 5:1-13; 1 Timothy 5:20; Titus 3:10-11) presupposes that the elders of a church know who their members are. The elders of a local church have neither responsibility nor the authority to discipline a member of another local church. However, the Bible's teaching on church discipline assumes church membership.

Remember the **5 biblical goals** for doing church discipline:

1. To glorify the Lord Jesus Christ by obedience to His Word.
2. To demonstrate a proper concern for the purity of the Lord's precious bride.
3. To remain in God's blessing and not give God cause to set Himself against the church.
4. To deter sin on the part of others.
5. To demonstrate love toward the sinner by seeking ultimate restoration and salvation.

Inconsistent Attendance

How do you deal with a group that has spotty attendance? Here's some quick tips:

1. **Take advantage of the smaller group size.** There are activities and conversations you can do with 4-5 people that you can't do with 8-10. Often more intimate topics of conversation come up that otherwise wouldn't do to the smaller numbers. Maybe consider going out to dinner with the smaller crew. Don't get discouraged when you have group members not show up. It might be a great opportunity.
2. **Cast vision.** Inconsistent attendance is subtly, or not so subtly, sending the message, "This group is not important to me." Nearly everyone I know is incredibly busy, and many people have more things to do than time to do them. When considering attending a group, people are asking themselves very valid questions: "Why am I going to this meeting?", "Why should I prioritize this group over my other time commitments?", and the most compelling question, "What's in it for me?" Leaders must be confident in the why. **Why is the group important? Why are we getting together?** Why should I come here instead of going there? Leaders must consistently and repeatedly cast and recast the vision for the group. Vision-casting is helping people see a future state. For group members, a future state of increased faith, knowledge of the Bible, Christian friendships and increased intimacy with Jesus is a compelling future.
3. **Be consistent with your gathering time** — As a leader, be super consistent when your group meets. In one of the first groups I led, I made a pretty significant mistake. Every time we met, we would all pull out our calendars and try to align our next meeting with everyone's availability. With twelve people in the group, you can imagine the chaos this brought. Every time we went through this exercise we would ultimately "settle" on day

that worked for most. After a few weeks of this futile activity, we made a shift. The shift was simple; as long as one of the leaders was available, we meet on the 2nd and 4th Friday of the month. Put it in your calendar and plan on it! Once we set a predictable and consistent date for our meetings, our attendance became very solid for most of the members of our group.

4. **Make a shepherding call.** Make contact with the group member and have a sincere and honest conversation with them. Tell them you miss seeing them at group and affirm that they add a lot when they're present. Ask them if there's anything you can pray for them about, and then pray for them on the phone. Ask if there is anything specific that's hindering them from attending. Often people fade away from church and small group without ever getting a phone call. Sometimes a quick phone call is all it takes to get them reconnected.

We Have a Constant Talker

- Ask, "What does someone else think?"
- Use body language to address other people.
- Direct questions to other people by name.
- Talk privately with the person and ask them to help get others involved.

Some People Never Talk

- Ask easier questions.
- Direct easy questions their way.
- Enlist the help of other group members to draw them out.
- Express appreciation (both publicly and privately) for the contributions they make.

How to Navigate Children in the Group

- Decide ahead of time as a group how you are going to incorporate children.
- Consider pooling together resources to hire a babysitter for the group.
- Select a host-home that has ample space for a babysitter to come over and watch kids – a big basement or backyard is great for this.
- Consider including kids in the small group time as much as possible – use kids' curriculum occasionally, video series on Right Now Media. Employ the creativity of other adults in the group to teach children God's Word.
- Consider the following solutions:

#1. The “Swap” Solution

- My personal small group consists of 3 families with a combined total of 6 kids under the age of 4! This solution that I’ve dubbed the “swap,” is what we currently use, and it’s been working well. After everyone enjoys some food, fun & fellowship together on the front end of your small group, separate the adults of your group into two parts when you get to the study/ discussion portion of your gathering (*example: either men & women or these 4 people & those 4 people*). While one half of the adults take 30 or so minutes to watch the video curriculum, talk & pray, the other half is watching the kids, drinking coffee and eating dessert in a separate area. After the allotted time, the two adult groups swap places.

#2. The “Rotate” Solution

- Rotate two parents or members out of the group on a weekly basis to provide childcare in another room. This is best done in pairs to provide company for the adults and to add accountability for the kids. Never rotate out a married couple, but instead send two men or two women so that relationships are built. (From Steve Gladen’s “Leading Small Groups with Purpose”)

#3. The “Trade” Solution

- If your group meets on Tuesday and you know of another group that meets on Thursday, offer to watch their children while they meet & ask them to do the same for your group. (From Steve Gladen’s “Leading Small Groups with Purpose”)

#4. The “Use Your Church’s Midweek Ministry” Solution

- If your church provides some type of midweek kid’s ministry or childcare, parents can drop their kids off at the church and then head to their small group afterwards. Some churches who have the space, will also allow for small groups to meet on campus during this time. If your small group meets in a home that seems too far away from the church campus, ask your small group point person if meeting on the campus could be an option for your group.

#5. The “Subsidize” Solution

- Some churches are able to work into their budget the ability to subsidize each small group for a pre-determined childcare cost. In this instance, the small group is responsible for finding their own childcare worker, and one group member (*usually the small group leader/ host*) will front the money to pay the childcare worker on the day of the small group gathering. Then the group leader will usually fill out a digital reimbursement form and email it to the small group point person. The church will then write a check and mail it to the group leader. If you are a small group leader/ host, ask your small group point person if this could be an option.

#6. The “Partner with your Youth Ministry” Solution

- Some churches have a partnership with their youth ministry where responsible students can provide childcare as a ministry project to small groups in order to earn hours towards a camp or mission trip. (*Example: a student may earn \$10 per hour. They don’t*

get the cash, but the hours are tracked and put towards their camp/ trip). This can be a win/win where the youth get to go to camp for free, parents can enjoy themselves during the group study/discussion and the kids have care. If you are a small group leader/host, ask your small group point person if this is an option.

#7. The “All Family Group” Solution

- When all else fails, embrace the idea that your group is an “all family group” where children are allowed to play in the same room as the meeting. This works best when the children are small and are not likely to catch much of what is being said. Or kids that are elementary age and older can participate with the group. The positive of this is that families will grow together, but the challenge is that you will need to limit discussion time. (from Steve Gladen’s “Leading Small Groups with Purpose”). The key here is to create a flexible plan in advance that is tailored around the kids. Also, if you have older kids or trusted teens in the group, you can give them incentives to help play with and lead the younger kids in an activity during the discussion time, which may help to eliminate some distractions.

Bonus: The “Pool Your Money Together” Solution

- Each couple or parent can bring a couple of dollars to combine with everyone else’s. Then *(even if it’s just for one hour during the study/ discussion time)* hire a quality childcare worker to look after the kids in a separate area while the adults enjoy the discussion with minimal interruption, and no one goes broke.

Caring for Widows and Grief

It can be difficult to care for those around us who experience grief in big and small ways that we haven’t experienced ourselves. How can we care for someone who has lost their spouse? The ministry of presence (just being there) can be most appropriate at the beginning, but we must not forget that a widow or widowers’ life does not get back to normal after such a loss. Here are some guidelines to help you minister to someone who has lost their spouse:

- Widows and widowers can be any age or life season. If someone your age or younger has lost their spouse, don’t be shocked or feel awkward.
- Pray regularly for widows/widowers.
- In everyday interactions, aim for showing empathy, not sympathy. You can learn more about the difference by watching “RSA Shorts - The Power of Empathy” on YouTube.
- Be considerate and discerning when it comes to learning about their history. Don’t push too hard because you want to try to care for them well. Let them tell you when they are ready and able.
- Consider how your Life Group can act as community to the family and consider their needs. For example, if the family has children, provide childcare for her if your group is having a ladies’ night out.
- Ask about recurring needs your LG can help with, such as meals and babysitting.

- Ask if there are any needs around the home: repair, maintenance, etc. If you or someone in your group can take care of the need by fixing it or paying someone to fix it, it can be a huge help.
- Remember them around holidays and anniversaries. Contact and/or invite them if they don't have family to celebrate with, or if they would appreciate you thinking of them.
- Be thoughtful and intentionally bless them with acts of kindness to show you are thinking of them.

Resources:

- *How to Care for Your Grieving Friend* blog series by Molly Piper.
- *The Undistracted Widow: Living for God after Losing Your Husband* by Carol W. Cornish.

How to Visit Someone in the Hospital

Here's a couple things to remember when visiting a church member in the hospital:

1. **Remember that hospital ministry is a journey.** Spiritual care does not come in a neatly wrapped package provided by a person who has "arrived" and given to a poor soul in distress. It may be more helpful to think in terms of a spiritual journey. You are on a journey, as is the person you are visiting. In the way that you listen—and through words you share—you will provide something that will help the patient on their spiritual journey. And they, in turn, will likely say something that will help you on yours. By viewing it as a mutual experience, it takes the pressure off trying to find the perfect thing to say.
2. **Assess the situation.** Try to determine how the patient feels, both physically and emotionally. One cannot assume that people waiting for biopsy results are frightened. They may be full of anger or guilt, or they may be very sad.
3. **Listen.** Western society tends to be uncomfortable with silence. Stop and absorb what the patient is saying without feeling the need to respond. In Chinese Mandarin language, the character for listen is a combination of the characters for eye, ear, and heart. What a powerful illustration of the multifaceted concept of listening! Anyone can hear words and repeat them. It takes discernment to read between the lines, to interpret the body language and discover the real message. Don't feel that you have to respond verbally to everything. Sometimes the most powerful response is, "I'm really sad to hear your story. I don't have any words that seem appropriate, but I want you to know that I care."
4. **Reassurance is usually not helpful.** Can you recall school days when you took a very difficult exam? Was there a time when you wondered if you might have actually failed? Imagine coming home to your family and telling them the bad news. What would be the most likely response that you got from them? "Oh, don't be silly. Of course, you passed!" Did you feel any better? Probably not. In the same way, if a patient voices fear concerning the future, it won't likely be helpful to say, "Everything will turn out for the

best.” Acknowledge the pain. People often just need someone to come beside them and say, “Wow! This must be so difficult.”

5. **Don’t try to fix it.** Let’s face it. Life Group leaders often like to fix things. It makes us feel good to know that we were able to help. We sometimes need to be needed. But too often we jump ahead of ourselves and get into trouble by not allowing others to find their own solutions.
6. **Be aware of your nonverbal communication.** Glancing at your watch while you stand next to the bed sends a powerful message. Even if your time is short, you can give the patient all of your attention while you are there. By sitting down, making eye contact, and speaking slowly, you can convey you care.
7. **Use prayer carefully.** Prayer should not be used to end an uncomfortable situation. Early in my nursing career while working on an oncology unit, there was a pastor who often came to visit his parishioners. It seemed that whenever a patient started to voice doubts or anger or fear, the pastor’s response was “Let’s pray.” While his intent was good, he effectively cut off any further conversation. Because of his own discomfort with exploring negative feelings, he never allowed his ailing church members to voice them. Prayer became the end point that snuffed out further conversation.
8. **Never assume that someone wants to pray.** While most people expect a pastor to pray with them, sometimes they are not ready for it. A simple statement and question like the following can assess the situation. “When I’m feeling afraid, one of the things that really helps me is to pray. Would you like me to pray with you?” Also, ask the patient for what you should pray. It’s easy to assume that someone who has just received a terminal diagnosis wants healing. But they may ask you to pray for acceptance, for peace, or for forgiveness.

How to Help People Struggling Financially

More than most other problems, financial crises have a way of threatening our basic sense of security. Your goal in the initial stage of caring for your friend is to protect him or her against the terror associated with financial insecurity. The following steps are most effective if implemented sequentially, and ideally, they should be accomplished as quickly as possible.

Our Response

1. **Identify the Cause.** Don’t hesitate to engage the person in a discussion about his or her financial problems. Most people will be eager to accept help in a financial crisis. However, be aware of the possibility that the person may not initially want to discuss it in great depth. Regardless, do what you can to identify which of these causes or effects of

financial crisis may apply to your friend. According to the person's needs, begin to develop an appropriate plan.

Causes of Financial Crisis:

- Disruptive life events: i.e., loss of job, inability to find a job, major life transitions such as divorce, birth of a baby, career changes, investment failures, medical problems, house fire, car accident, lawsuit, etc.
- Personal issues and traits: i.e., bad habits, addictions, poor money management, compulsive spending, etc.

Effects of Financial Crisis:

- In many cases, the person's financial crisis will begin in a relatively straightforward way. However, as a result of the crisis, he or she may begin to experience debilitating psychological symptoms, such as anxiety and depression. If this is the case, refer to the Anxiety and Depression section of this guide. Those symptoms may further complicate the financial situation by impairing the person's ability to work or problem solve the situation.

- 2. Identify immediate dire financial needs.** Help your friend prioritize his or her financial needs and identify those needs that will have a severe impact on the person's ability to function if not met: mortgage payments, electric bills, or food for his or her children. Try to cut out expenses that aren't necessary, and work on a plan to meet those that are.
- 3. Pray for your friend.** Don't hesitate to pray with your friend. Ask the person what he or she would like for you to pray for. If your friend is too distraught to identify specific prayer requests, ask God to give him or her strength to face the situation and conquer it. Also ask that God would meet your friend in the midst of this crisis and that he or she would use this as an opportunity to increase his or her reliance on God.
- 4. Foster a sense of personal responsibility and determination.** Regardless of the cause of the financial crisis, to overcome it your friend will have to take personal responsibility for its solution, and he or she will have to be proactive in doing so. You can help foster a sense of personal responsibility for solving the crisis by demonstrating an active approach to problem solving. For instance, you might download an application for food stamps, or you might highlight appropriate job openings in the classified ads. Show your friend the practical – and immediate – things that he or she can do to cope with the crisis.
- 5. Help the Person Budget.** Identify someone you know who may be a successful financial planner. Get a copy of that person's budget and use it to help your friend plan his or her spending – or you may even want to set up a consultation with the financial planner. If you're skilled in this area help the person with the intricacies of financial planning.
- 6. Help the person find affordable and helpful professionals.** It may be important for the person to see a mental health counselor, professional financial planner, or credit

counselor. Do everything you can to arrange referrals. If possible, try to assist with expenses as well.

Anxiety and Depression

- Anxiety and depression can be common struggles. Anxiety disorder is typically marked by recurring intrusive thoughts or concerns. It is an emotion characterized by feelings of tension, worried thoughts, poor concentration, irritability, and physical symptoms such as sweating, trembling, dizziness, or a rapid heartbeat among other things. (American Psychological Association, 2018)
- Depression is the most common mental disorder and is more than just sadness. People with depression may experience a lack of interest and pleasure in daily activities, significant weight loss or gain, insomnia or excessive sleeping, lack of energy, inability to concentrate, feelings of worthlessness or excessive guilt, and recurrent thoughts of death or suicide. Fortunately, depression is treatable. A combination of therapy and antidepressant medication can help ensure recovery (American Psychological Association, 2018).
- A professional counselor is licensed by the state and has the authority to diagnose mental illness and offer counseling and treatment options.
- A Life Group Leader at Legacy Christian Church is called to represent their personal faith and walk with Jesus Christ, as well as representing the faith and values of Legacy Christian Church. You are tasked with walking alongside members as they grow in their personal faith and walk with Jesus Christ. We equip, we encourage, we listen, we love, but we do not diagnose anyone. This is left to the professionals.

Our Response

- If a member discloses depression and you feel it is serious enough to lead to imminent suicide, please refer to the Suicide Section of this manual.
- If a member discloses in a group setting thank them for being brave enough to share their struggle and for allowing the group to carry this burden with them. Pray for them and let them know you will talk privately after the group time ends.

Dealing with Spiritual Warfare

C.S. Lewis once said that people usually make one of two errors when thinking about demons: Some completely dismiss the idea of the demonic, while others see demons behind every bush and get almost obsessed with them. A Biblical understanding of spiritual warfare and demons avoids both extremes. Demons exist, but they are not all-powerful. God is all-powerful and pre-eminent, and any study of demons must not distract us from our primary privilege and responsibility of knowing, loving, trusting, and obeying God. We can therefore learn about demons without fear or fixation. We learn through the lens of Jesus, who died for us and rose again, defeating Satan and sin utterly and completely.

As a Life Group Leader and shepherd of others, know that the chief strategy for protecting against and engaging the enemy is proclamation and prayer informed by Scripture. The prominence of the Word of God and prayer are the primary weapons we have against the enemy.

Some practical steps include:

- Pursue faithfulness in Biblical disciplines of the Christian life like reading Scripture, prayer, fasting, solitude, and more.
- Pursue gospel-centered community in your Missional Community. Do conversations about problems or challenges come back to the gospel?
- Confess and repent of sins.
- Remember your greatest good and hope is in the gospel of Jesus.

For Further Reading: the article “Demons, Discipleship, and Deliverance” from the Village Church is helpful. <https://www.tvcrestresources.net/resource-library/articles/demons-discipleship-and-deliverance/>

When to Refer to Professionals

Contact your Campus Pastor or Legacy's Care and Counseling Director for wisdom, spiritual guidance, and direction for those who may need help with more complex situations.

Referrals for Counselors

Share the resources provided on the following pages with the individual(s) in need.



PLEASE NOTE: This document is just a list of suggestions, NOT an official endorsement of any counseling providers or services. Please use your discretion, check references, and review the counselor/clinic's website for further details such as services provided, insurance, and hours. You may want to check your coverage with your insurance provider prior to contacting a counselor so you know what questions you need to ask.

Marriage, Couple & Family Therapists

1. **Julie Boan, LCPC**
913-353-8755
counselorjulieb@gmail.com
<https://www.counselorjulie.com/>
Specialty: attachment-based perspective. Works with individuals, couples, and children.
Play therapist.
2. **Hollie McKinney, LPC, Play Therapist**
913-228-2668
<https://indwellcounseling.co/about-us/>
Specialty: Parent-Child, Play Therapist, Individuals
3. **Justin Der, LPC**
913-214-2814
justin@catalystcounselingkc.com
<https://catalystcounselingkc.com/>
Specialty: Christian Counseling, Couples, High Performing Men
4. **Gary Armour, M.Div., LCMFT**
913-764-5463
<https://www.lifelinecounselingcenter.org/index.php/gary-armour>
Specialty: Works with individuals and families in the areas of infidelity, abuse, aging, divorce, grief, addiction recovery, stress of serious illnesses on the family. Pre-marriage counselor.
5. **Pam Field, MS LPC**
913-972-5597
Specialty: individuals, couples, and families: marriage, depression, anxiety, grief, parenting, relationship struggles, and abuse recovery.

6. **Marisa Meyer, LPC, Play Therapist**
marisameyerlpc@gmail.com
<https://www.marisameyerlpc.com/>
Specialty: Works with children and teens in the areas of Attachment needs, developmental delays, behavioral issues, relational issues, school stress, social skills, anxiety/depression, grief, divorce, abuse.
7. **House of Hope, Kansas City**
<https://houseofhopekc.net/outpatient-family-counseling-center/>
Specialty: Trauma informed counseling for children, teens, and families addressing a variety of challenges, including depression, anxiety, past abuse, suicidal ideation, self-harm, dysfunctional family dynamics, and drug/alcohol addiction.
8. **Gloria Derriitt, Gateway of Hope**
<https://gwhope.org/>
913-393-4283
Specialty: Christ-centered counseling for women who have experienced marital/relationship problems, divorce, negative thought patterns, depression, anxiety, grief and loss, parenting, and self-esteem/worth issues.
9. **Jordan Roane, MA, LPC**
913-229-5397
www.newdaycounseling.co
10. **Abundant Life Counseling Department**
816-554-8181
[Abundant Life Counseling Center - Abundant Life Church \(livingproof.co\)](http://AbundantLifeCounselingCenter-AbundantLifeChurch(livingproof.co))
11. **Rebecca Randal LPC**
913-608-9052
<https://www.rrandallcounseling.com/>
Specialty: individuals, couples, and families: marriage, depression, anxiety, grief, parenting, relationship struggles, and abuse recovery.
12. **Alex G Ehram, Marriage & Family Therapist, MS, LCMFT**
913-800-8979
<https://www.theravive.com/therapists/alex-ehram.aspx>
Specialty: Relationship Issues, Family Conflict, Anxiety
13. **Shane Peterson**
913-228-1511
<https://openpathcollective.org/clinicians/shane-petersen/>
Specialty: Relationship Issues, Family Conflict, Anxiety

14. **Dr. Acha Goris**
913-971-3885
agoris@mnu.edu
Specialty: Marriage therapist
15. **Becky Flurer, MA at ReVive**
913-485-1786
<http://www.revivekc.com/therapists/>
16. **Comprehensive Christian Counseling**
816-229-8080
17. **Jeff & Brenda O'Dell, Biblical Counselors**
mendedministries@gmail.com
18. **R. Todd Johnson, MA, LMFT**
Counseling Connections, LLC
913-254-7741
19. **Kansas City Christian Counseling Center**
913-888-5129
dhess@kcccc.org
20. **Wyandotte Christian Counseling**
913-299-2607

Anxiety, Grief, Loss & Interpersonal Concerns

1. **Hollie McKinney, LPC, Play Therapist**
913-228-2668
<https://indwellcounseling.co/about-us/>
Specialty: Parent-Child, Play Therapist, Individuals
2. **Julie Boan, LCPC**
913-353-8755
counselorjulieb@gmail.com
<https://www.counselorjulie.com/>
Specialty: Attachment-based perspective. Works with individuals, couples, and children.
Play therapist.
3. **Justin Der, LPC**
913-214-2814
justin@catalystcounselingkc.com
<https://catalystcounselingkc.com/>
Specialty: Christian Counseling, Couples, High Performing Men

4. **Monty Miller, LCSW, LSCSW** (Accepts Insurance)
913-327-7505
<https://lifestance.com/provider/monty-miller-lcsw/>
Specialty: Advanced Grief Counselor
5. **Howard “Trey” Drake, LPC**
913-667-3553
<https://www.clinical-assoc.com/howard-drake>
Specialty: Anxiety, depression, trauma, mood disorders, communication issues. Works with adolescents, adults, and families. TEAM-CBT Level 1 Certified Therapist.
6. **Rick Pierce, Hope Counseling Center**
913-210-0607
<https://heartstrongministry.com/rick-pierce/>
Specialty: As a Christian counselor, Rick employs this picture of secure love in the gospel within a framework of attachment theory and systemic thinking
7. **Dr. Taylor Johnson, PhD, LCPC, MDiv, SATP-C**
913-302-0899
<https://attachmentcounselor.com/taylor-johnson>
Specialty: Parent-child & couple attachment, sexual addictions, and couples work. Adults and adolescents struggling with anxiety disorders, mood disorders, general adjustment, grief and loss, relational and interpersonal concerns.
8. **Jordan Roane, MA, LPC**
913-229-5397
<https://www.newdaycounseling.co/>
Specialty: Find true healing and the freedom to be exactly who God created you to be. Relational hurts / attachment trauma; identity formation / self-worth; anxiety and depression.
9. **Jane Head, MA, LLC**
913-649-9200
[Jane Head MA](#)

Financial Coaches

1. **Robert L Jones, MS, MAEd, CFP®, AFC®**
913-563-1975
2. <https://daveramsey.com/coaching>

Crisis Services

The following organizations are listed for your convenience to provide you with additional mental health care information, counseling resources, and help in crisis, but *are not necessarily faith-based*.

CATEGORY	NAME, ADDRESS, PHONE
Inpatient Mental Health Treatment Adults	<p>Research Psychiatric Center, KCMO 816-444-8161 https://researchpsychiatriccenter.com</p> <p>Cottonwood Springs, Olathe 913-562-6046 https://Cottonwoodspringsinfo@spsh.com</p>
Inpatient Mental Health Treatment Children & Adolescents	<p>Research Psychiatric Center, KCMO 816-444-8161 https://researchpsychiatriccenter.com</p> <p>Saint Luke's Crittenton Children's Center Residential Program, KCMO 816-765-6600 www.saintlukeskc.org/locations/crittenton-childrens-center</p>
Substance Abuse Treatment Facilities (Inpatient and Outpatient)	<p>Healing House, KCMO (faith-based) Healinghousekc.org</p> <p>The Salvation Army-Harbor Light Recovery Program, KCK <i>Outpatient, Residential Long-Term, Residential Short Term, Detoxification</i> 913-232-5400 https://www.addicted.org/directory/item/salvation-army-harbor-light-recovery-program.html</p> <p>Cottonwood Springs, Olathe <i>Adult Inpatient & Changes, Outpatient Programs</i> 913-543-4438 https://cottonwoodsprings.com</p> <p>Valley Hope Association, Overland Park <i>Intensive Outpatient Programs, Medication Assisted Treatment, Online Counseling and Therapy, Family Care</i> 913-432-4037 https://valleyhope.org/location/valley-hope-overland-park/</p> <p>Johnson County Mental Health, Olathe and Mission <i>Inpatient Adolescent Center for Treatment, Group Counseling, Individual Counseling, Case Management Services, Family Counseling, Family Support & Education</i> 913-826-4200</p>

	https://jocogov.org/dept/mental-health/our-services/substance-use-services/outpatient
Substance Abuse Support Groups	<p>Al-Anon / Alateen <i>Al-Anon is a recovery program for families and friends of alcoholics, whether the alcoholic is still drinking or not. Al-Anon's program of recovery is based on Twelve Steps.</i> http://www.kansas-al-anon.org/</p> <p>Celebrate Recovery <i>Celebrate Recovery is a Christ-centered, 12 step recovery program for anyone struggling with hurt, hang-ups, and habits of any kind.</i> https://www.celebraterecovery.com/</p>
Grief Groups	<p>Grief Share, Olathe 913-764-4575 https://www.griefshare.org/countries/us/states/ks/cities/olathe</p> <p>Grief Sharers, Lenexa 913-888-1559 https://www.jocogov.org/dept/human-services/publications-and-directories/aging-and-accessibility-directory/support-groups</p> <p>Grief Support Network, Shawnee Mission <i>Grief support activities and resources in the Kansas City area</i> www.griefsupportnetwork.org</p> <p>Solace House Center for Grief and Healing, Multiple locations Solace House Center for Grief and Healing - Kansas City Hospice (kchospice.org)</p>
Emergency Crisis Center	<p>Johnson County Mental Health Crisis Center 913-268-0156 (24 hour, 7 days per week)</p> <p>Missouri Mental Health Emergency 888-279-8188</p> <p>Suicide and Crisis Lifeline 988 <i>If the immediate risk of suicide is high, contact the authorities or the Suicide & Crisis Lifeline.</i></p>
Rape Crisis Line, MO	816-531-0233
Sexual Assault Crisis Line, KS	1-888-363-2287

Teen Pregnancy Resources	<p>Advice and Aid Pregnancy Center, Overland Park 913-962-0200 https://adviceandaid.com/schedule-appointment/</p> <p>Mother's Refuge, Independence 816-353-8070 Mothersrefuge.org</p>
Shelters / Treatment Programs for Children & Adolescents	<p>House of Hope Kansas City https://houseofhopekc.net/</p> <p>Kids TLC-Phoenix Residential Services, Olathe 913-764-2887 https://www.kidstlc.org/</p> <p>Lilac Center, North KCMO 816-221-0305 ext. 111 www.lilaccenter.org</p>
Transitional Housing & Homeless Shelters (KS & MO)	<p>Shelter KC, KCMO 816-421-7643 (Men's Shelter) 816-348-3287 (Women's Shelter) https://www.shelterkc.org/</p> <p>True Light, KCMO 816-381-9310 https://www.truelightfrc.org/</p>
Play Therapists	<p>Attachment and Trauma Therapy, Overland Park 816-607-1175 https://attachmentandtraumatherapy.com/</p>
Domestic Violence Shelters & Support Services	<p>Domestic Violence Crisis Line, KS 1-888-363-2287</p> <p>Domestic Violence Network 913-262-2868</p> <p>Willow Domestic Violence Shelter, Undisclosed Location 785-843-3333 https://www.willowdvcenter.org</p> <p>Safe Home, Overland Park 913-262-2868 (24-hour hotline) www.safehome-ks.org</p>

Domestic Violence Shelters & Support Services, cont.	<p>Hope House, Lee's Summit 816-461-4673 www.hopehouse.net</p> <p>Rose Brooks, KCMO 816-523-55550 Home - Rose Brooks</p>
Certified Batterer Intervention Programs	<p>Associates of Hope Harbor, Overland Park 913-710-5744 www.hopeharborkc.com</p>
Reduced Cost Healthcare	<p>Kansas City Direct Primary Care, KCK 913-730-0331 https://kansascitydirectprimarycare.com/</p>
Child Abuse & Neglect	<p>1-800-392-3788</p>
Psychiatrists	<p>Saint Luke's Behavioral Health Specialists, KCMO 816-932-1719 www.saintlukeskc.org</p> <p>Meritas Health Psychiatry, KCMO 816-453-6777 www.meritashealth.com</p> <p>Kansas City Psychiatric Group, P.A., Overland Park 913-388-0400 www.KCpsych.com</p>
Respite Care Facilities	<p>The Kansas Aging & Disability Resource Center (ADRC) 855-200-2372 Nationwide: Access Respite Care & Help (ARCH)</p>
Addiction / Sexual Addiction	<p>Shawnee Mission Medical Center Addiction Recovery 913-676-2540 Shawnee Mission Medical Center - Addiction Recovery Unit - Addiction Programs (addiction-programs.net)</p> <p>Sexual Abuse Treatment – MOCSA, KCMO 816.931.4527</p>

PLEASE NOTE: This document is just a list of suggestions, NOT an official endorsement of any counseling providers or services. Please use your discretion, check references, and review the counselor/clinic's website for further details such as services provided, insurance, and hours. You may want to check your coverage with your insurance provider prior to contacting a counselor so you know what questions you need to ask.

Part 6:

Resources

Accessing Resources for Leaders

We want to continue to resource you with high quality content as a disciple-maker and as a Life Group Leader. Here are the resources we have available:

1. The **Groups Page** at **lcc.org/groups**. Here you will find several group leader tools: **Group Guides, Resources for Groups**, and the link to **Reserve a Zoom Room**. We are continuing to add great content to our resources page that will help you as a leader, as well as help you grow in your faith.
2. **Sermon Discussion Guides**. One way of being a biblical community centered around the study of God's Word is to make sure our groups prioritize interaction around the sermon. While supplemental "Bible studies" and other curriculum are helpful, your main go-to for group content is the sermon discussion guide. Guides are generally uploaded on the Friday before the respective sermon is preached. You can access them through your **Legacy Account** by clicking on "**Life Group Resources**".
3. **Right Now Media**. Right Now Media is like "Netflix" for Christian Video Bible Studies. As a member of Legacy Christian Church and a Life Group Leader, you have access to Right Now Media's extensive library of Bible Studies all over the world. To gain access, go to **lcc.org/rightnowmedia** and set up an account.

Because of the theological broadness of Right Now Media, you will need to ensure that whatever Bible Study you want to do is part of the "Legacy Approved Studies." If you would like to submit a request to approve a study that is not included on the list, please email your Campus Pastor or Luke Wright for consideration.

List of Approved Right Now Media Bible Studies

- To set up a free Right Now Media account, go to: <https://lcc.org/right-now-media/>
- To access this list of studies, tap on "Legacy Christian Church" in the top right corner of the Right Now Media homepage.

AUTHOR	STUDY
Allen, Jennie	1 Corinthians
Boles, Kenny	John
Chan, Francis	Crazy Love
Chan, Francis	Doctrine
Chan, Francis	Forgotten God
Chan, Francis	Greater Than
Chan, Francis	In Light of Eternity
Chan, Francis	James, The Book of
Chan, Francis	Job, The Book of
Chan, Francis	Mark, The Gospel of
Chan, Francis	You & Me Forever (Marriage)
Chandler, Matt	Acts
Chandler, Matt	Beatitudes, The
Chandler, Matt	Colossians
Chandler, Matt	Nehemiah
Chandler, Matt	Psalms 119
Chandler, Matt	Psalms 23
Chandler, Matt	Ultimate Authority
Comer, John Mark	The Ruthless Elimination of Hurry
Dalrymple, Jim	Your Kingdom Come: Sermon on the Mount
DeFazio, Michael	Ephesians
DeFazio, Michael	How to Read the Bible
DeFazio, Michael	Philippians
DeFazio, Michael	Romans
Evans, Tony	1, 2, and 3 John, The Books of
Evans, Tony	James, Time to Grow Up, Vol. 1 & 2
Evans, Tony	John, The Gospel of
Giglio, Louie	Acts
Giglio, Louie	Colossians, The Book of
Greear, J.D.	Ephesians, The Book of
Greear, J.D.	Hebrews: Christ is Better Broken Savors
Greear, J.D.	Judges, The Book of
Greear, J.D.	Romans, The Book of

Groeschel, Craig	Fight
Groeschel, Craig	Soul Detox
Groeschel, Craig	Weird
Idleman, Kyle	AHA
Idleman, Kyle	First Book of Peter, The
Idleman, Kyle	Galatians, The Book of
Idleman, Kyle	Gods at War
Idleman, Kyle	Grace is Greater
Idleman, Kyle	H2O
Idleman, Kyle	Not a Fan
Idleman, Kyle	One at a Time
Ingram, Chip	Titus, The Book of
Lucado, Max	Traveling Light
Mason, Eric	Jonah, The Book of
Parrot, Les & Leslie	Marriage Night
Ragsdale, Chad	Apologetics
Ragsdale, Chad	Hebrews
Scott, Mark	Miracles
Scott, Mark	Parables of Jesus, The
Wallace, J Warner	Person of Interest
Welch, Doug	The Way of the Cross
Willard, Dallas	Hearing God

List of Other Approved Bible Studies

Jen Wilkin (Available at www.jenwilkin.net)

- Better: A Study of Hebrews
- God of Creation: A Study of Genesis 1-11
- God of Covenant: A Study of Genesis 12-50
- 1 Peter: A Living Hope in Christ
- The Sermon on the Mount

Timothy Keller

- The Prodigal God – [Group Study](#) (Available at GospelinLife.com)
- Counterfeit Gods – [Book and Group Discussion](#)

Part 7:

APPENDIX

The Theological Responsibility of Shepherding

4. **"Shepherding" is the primary metaphor by which the biblical authors conceptualized "Leadership."**

5. **"Shepherding" is a comprehensive theme in Scripture.**

A. Shepherding in the Old Testament.

a. God was the Shepherd of Israel.

- i. Individuals described God as their shepherd. Abraham, Isaac, and Jacob lived a semi-nomadic life that required them to care for their flocks. Jacob, due to his skills in animal husbandry, won his independence from Laban in Genesis 30, being eventually convinced and shaped by a faith in "the God who has been my shepherd all my life to this day" (Gen. 45:12) the Psalmist said, "the Lord is my shepherd" (Psalm 23).
- ii. God's covenant people are described as his flock / sheep. Psalm 80:1 says, "Hear us, O Shepherd of Israel, you who lead Joseph like a flock." Or Psalm 95:6-7 "come, let us bow down in worship, let us kneel before the Lord our Maker: for he is our God, and we are the people of his pasture, the flock under his care." Psalm 77:20 "You led your people like a flock by the hand of Moses and Aaron." "He tends his flock like a shepherd: He gathers the lambs in his arms and carries them close to his heart; he gently leads those that have young" (Isa. 40:11 NIV).

b. God chose 'Shepherd-Leaders' to lead his people.

i. Moses.

1. Moses served as a shepherd, tending to the flocks of Jethro for 40 years before God called him from the pasture to be the deliverer of Israel. Moses's role is described by Old Testament writers as an undershepherd to the Great Shepherd (Psalm 77:20; Isaiah 63:11)
2. "Then his people recalled the days of old, the days of Moses and his people—where is he who brought them through the sea, with the **shepherd of his flock**" (Isa. 63:11 NIV)?

ii. David.

1. King David wrote the legendary words of Psalm 23 asserting that "the Lord is my shepherd." David himself, the first king of

Israel was originally a shepherd who rescued his sheep from "the paw of the lion and the paw of the bear." When David is anointed king over Israel at Hebron, he is told "you will shepherd my people, Israel." (2 Sam. 5:2)

2. In recounting the glory of David's rule, the psalmist writes that "David shepherded them with integrity of heart; with skillful hands he led them" (Ps. 78:72 NIV).
- iii. Both Moses and David actually *were* shepherds when God called them. (Ex. 3:1; Psalm 78:70-71)
- iv. Any
- c. **'Good shepherding' is contrasted with 'bad shepherding' in the Scriptures.**
 - i. Bad Examples:
 1. Moses misused his staff. Numbers 20:8 – Moses struck the rock with the staff. Resulted in disqualification of entering the Promised Land.
 2. David abused his power. Nathan's parable told to him was a shepherding parable.
 3. Prophets. The prophets contrast good shepherds from bad shepherds and predict a future coming Davidic shepherd who will protect, judge, and feed (Ezekiel 34:23-24). Isaiah foresaw a day when "the Lord God will come with might; ...like a shepherd he will tend his flock." (Isaiah 40:10-11)
 - ii. **Lessons Learned from Ezekiel's rebuke about bad shepherds.**

Ezekiel prophesied to Israel while they were exiles in Babylon, and his aim was to convince them that it was because of their sin that God had allowed the exile to happen. This chapter is an indictment on God's undershepherds (Israel's leaders) who should have been caring for God's flock.

 1. They feed themselves rather than their flock. (verse 2)
 2. They fail to strengthen the sick, heal the diseased, bind up the broken, and seek the lost sheep (verse 4).
 3. Resulted in the people being scattered and becoming food for "every beast of the field." (verse 5)
 4. They feed on the sheep themselves. (verse 3)
 5. They dominate the sheep (verse 4) "with force and harshness you have ruled them."
 6. The picture here is that good shepherds are meant to care for, feed, and protect sheep, and bad shepherds fail at that task, using the sheep for their own benefit.
- d. **The prophets look forward to the coming of a perfect Shepherd.**
 - i. Ezekiel 34:23 "then I will set over them one shepherd, My servant David, and he will feed them; he will feed them himself and be their shepherd."

- ii. Jeremiah 23:1-2 “woe to the shepherds who are destroying and scattering the sheep of my pasture!” declares the Lord. Therefore, thus says the Lord the God of Israel concerning the shepherds who are tending my people: “you have scattered my flock and driven them away, and have not attended to them; behold, I am about to attend to you for your evil deeds.” “Behold the days are coming,” declares the Lord, “when I will raise up for David a righteous Branch; and He will reign as king and act wisely and do justice in the land. In His days Judah will be saved, and Israel will dwell securely; and this is His name by which He will be called, ‘The Lord our righteousness.’”
- iii. Micah describes the coming perfect shepherd as the one who will “stand and shepherd his flock in the strength of the Lord, in the majesty of the name of the Lord his God. And they will live securely, for then his greatness will reach to the ends of the earth.”

Faithful shepherds protect their flocks not only from harmful outside influences but from the self-serving among the sheep. Many congregations have experienced the intimidation of bullies within their midst when leaders fail to take responsibility to shepherd the flock. It is often the strong-willed, outspoken, highly opinionated folk who fill the void. There will always be leaders—the issue is whether they are the leaders called and gifted by God to shepherd his flock or those who push themselves forward so that they can push others around. From “The Shepherd Leader” by Timothy Witmer

B. Shepherding in the New Testament.

a. Jesus is the Ultimate Shepherd.

- i. Shepherding imagery surrounds the entire ministry of Jesus. Shepherds attend his birth (Luke 2:2-20), he frequently tells parables involving flocks and sheep (Matt. 7:15; 12:11; 18:12-14; 25:32-33).
- ii. Jesus’ example throughout his ministry is that of a “good shepherd.” Matthew summarizes Jesus’ exhausting labor amongst the crowds of people wanting to see him by saying “He felt compassion on the crowds because they were distressed and helpless, like sheep without a shepherd.” (Matt. 9:36) Jesus pinpoints the strategy of his mission in indicating that he is sent “only to the lost sheep of Israel.” (Matt. 15:24) Jesus designates himself as the “good shepherd” who is the “door” for the sheep (John 10:1-10) and willing to die for his flock.

b. Church leaders are also to consider themselves shepherds and strive for excellence in shepherding their flock.

- i. **Lives a commendable life.** “If anyone aspires to the office of overseer, he desires a noble task. Therefore, an overseer (episcopos) must be above reproach, the husband of one wife, sober-minded, self-controlled, respectable, hospitable, able to teach, not a drunkard, not violent but gentle, not quarrelsome, not a lover of money. He must manage his own household well, with all dignity keeping his children

submissive, for if someone does not know how to manage his own household, how will he care for God's church? He must not be a recent convert, or he may become puffed up with conceit and fall into the condemnation of the devil. Moreover, he must be well thought of by outsiders, so that he may not fall into disgrace, into a snare of the devil." 1 Timothy 3:1-7

- ii. **Pays attention to the lives of their flock and tends to their needs.** Acts 20:38 "Pay careful attention to yourselves and to all the flock, in which the Holy Spirit has made you overseers, to care for the church of God, which he obtained with his own blood."
- iii. **Combines invitation and challenge.** 1 Peter 5:1-3 So I exhort the elders (presbyters) among you, as a fellow elder and a witness of the sufferings of Christ, as well as a partaker in the glory that is going to be revealed: shepherd the flock of God that is among you, exercising oversight, not under compulsion, but willingly, as God would have you; not for shameful gain, but eagerly; not domineering over those in your charge, but being examples to the flock

"To be a good shepherd – and this is the consistent biblical concern – means to be accountable for the lives and well-being of your sheep...Good shepherding is expressed by decisions and behaviors that benefit the 'flock,' often at great personal cost to the shepherd. It calls for the benevolent use of authority, what Tidball calls a 'subtle blend of authority and care.' Some situations require militant protection and discipline, others beckon for gentle nurture. The Shepherd ruler of Psalm 2 rules with an iron rod. The shepherd ruler of Isaiah 40 tenderly carries the nursing ewes. The shepherd image is especially useful for holding in tension these essential features of leadership. Authority without compassion leads to harsh authoritarianism. Compassion without authority leads to social chaos. Shepherds must be able to express their leadership in a variety of ways. 'The work of the shepherd', notes Tidball (1997: 48), 'involved as much toughness as tenderness, as much courage as comfort.' The apostle Paul lets the Corinthians choose which posture he will take when he comes: 'What do you desire? Shall I come to you with a rod,² or with love and a spirit of gentleness?' (1 Cor. 4:21 NASB)

Laniak, Timothy S.. *Shepherds After My Own Heart* (New Studies in Biblical Theology) (p. 248). InterVarsity Press. Kindle Edition.

How Do I Interpret Scripture Correctly?

It can be challenging to interpret Scripture, and it is absolutely essential for Life Group Leaders to be diligent and handle the Word of God with care. Group members will look to Life Group Leaders as authorities, and they are in a position of spiritual leadership. In order for members to grow as followers of Christ, they must learn how to properly interpret Scripture.

There are some common mistakes many of us make: here are some of them so you can avoid them:

- a.** Interpret one passage of Scripture in a way that contradicts another Scripture. If your interpretation of a passage contradicts another part of Scripture, you have probably misinterpreted one or both of the texts. Example: Paul says we're saved by grace, but James says we're saved by works, so they contradict each other.
- b.** Interpret a passage in a way that would not have made sense to the original audience. To understand what a passage means, we must first determine what it meant to the original audience. If your interpretation would only make sense to a modern-day audience, you are probably mistaken. Example: The locusts in Revelation are actually Apache attack helicopters.
- c.** Interpret a passage without considering its genre. The Bible is full of many genres of literature: history, poetry, wisdom literature, prophecy, letters, and more. Just as you read the sports section of the newspaper different than a storybook, you don't read Matthew the same way you read Revelation. Example: Proverbs 22:6 promises my child will be saved. (Proverbs are principles, not promises.)
- d.** Interpret a passage in a new way, not held by anyone in church history. While it's possible Christians in the past may have missed something of major importance, it's more likely if you have a "new" interpretation of a passage (or one that wasn't held until the 1800's), you're in error. Example: If you don't speak in tongues, you aren't saved.
- e.** Interpret a passage without paying attention to its context. Every word in the Bible exists in the context of a sentence, a paragraph, a section, a chapter, a book, etc. There is also cultural and historical context to consider. The theological topic of the book of the Bible provides more context. In order to understand what a passage is saying, you must consider its context. Example: The Old Testament forbids eating pork, so Christians shouldn't eat pork.
- f.** Never ask other Christians about your interpretation. Scripture is meant to be interpreted in the context of community; if you interpret a passage in opposition to all other commonly held interpretations, you may have wandered into error. It takes humility and a respect for God's Word to acknowledge that you could be

wrong. Example: God showed me a new interpretation of this passage; it doesn't matter what you say it means.

- g.** Interpret a passage in a way that changes its meaning because you don't like what it appears to say. We must submit to God's Word; it does not submit to us. If you find yourself ignoring or changing the straightforward meaning of a text, you may be trying to make Scripture submit to you. Example: I know the Bible says there are specific situations where divorce is permitted, but I'm just unhappy in this marriage and I know Jesus wants me to be happy.
- h.** Build and emphasize major doctrines from obscure passages. If 75 passages address the same topic and one seems to say something different on the topic, reinterpret the one passage in light of the other 74, not the other way around. Example: There's an obscure reference to baptizing people for the dead in 1 Corinthians, so we should start baptizing people for the dead.
- i.** Read your own presuppositions into the text. Do your best not to come to Scripture with assumptions or presuppositions about what God is like. You can't eliminate them but being aware of them and trying to cut down on them can help. You also want to read the Bible for its definitions of words and not put your own connotation/definition into Biblical passages. Example: The idea that men and women are designed for different roles in the church and life is outdated, patriarchal, and leads to abuse. Therefore, the Bible must not be teaching that to modern Christians.

Resources:

- How to Read the Bible for All Its Worth by Fee & Stuart 40
- Questions About Interpreting the Bible by Robert Plummer and Benjamin Merkle
- "Night With a Prof: Biblical Interpretation": Video of Dr. Ben Shin teaching some fantastic Biblical Interpretation skills. Watch it at: www.vimeo.com/channels/nightwithaprof

Understanding the Life-Cycle of a Life Group

Most Life Groups typically last between 18 and 24 months. While it is never something we designate, the trends have reinforced this idea. Within this 18–24-month time period, there are four ideal stages for a Life Group to go through to experience spiritual growth as we intend. Keeping this in mind as you launch and lead a community will help you maintain both forward momentum and spiritual progress.

STAGE 1: ESTABLISHING TRUST AND BUILDING RELATIONSHIPS. The primary goal of the first stage in a new Life Group is to establish relationships and build trust. Therefore, the first three months or so of your new Life Group should be more heavily weighted to allowing for that to happen as opposed to engaging in long, intensive studies. It is from a foundation of trust that your Life Group will grow closer to each other and Jesus as you encounter the 'long back straight away' of the next two stages. What the leader is aiming to do is help the group get to know each other well, primarily through the sharing of stories. This takes several meetings - don't try to cram it all into one night.

STAGE 2: ESTABLISHING ROUTINE AND COMMITMENT. The second stage is where relationships have taken root and things are feeling pretty good. People are committed to the community, participating, and growing in their faith. The community resembles family and is practicing healthy rhythms of UP, IN, and OUT. The goal in this stage is to establish a regular rhythm of meeting and relational transparency. We often see Life Groups make it to this point and stagnate. Because this stage feels steady and stable, it's difficult to (or maybe we don't want to) look ahead to the changes that ultimately organically come.

STAGE 3: LEADER IDENTIFICATION. The third stage builds off the community felt in the second stage. Relationships deepen, continue to grow, and transformation becomes more evident. The primary goal for this stage is for the Life Group Leader to identify potential leaders and provide opportunities for them to lead within the community. This is in preparation for the fourth and final phase. This stage is often the missing link to a successful Life Group. Life Group Leaders should always intend to multiply their Life Group, yet can get caught in the rhythms in stage 2 where things feel comfortable. In that stage, you should see one or two individuals that "bubble up" to the top. You can develop these individuals in stage Three.

STAGE 4: REINVENTION / Reproduction. As seen in the graph below, stage four brings about the point of inflection where change occurs. This often happens due to a change in life circumstances (members of the community move away, have children, etc.) or an individual feeling called to start their own Life Group. This person is often the potential leader identified in the previous stage. This natural occurrence provides an opportunity for the existing leader to multiply the group by sending out the individual and regroup with the remaining community members, basically establishing a new community. Then the process begins again at stage one.

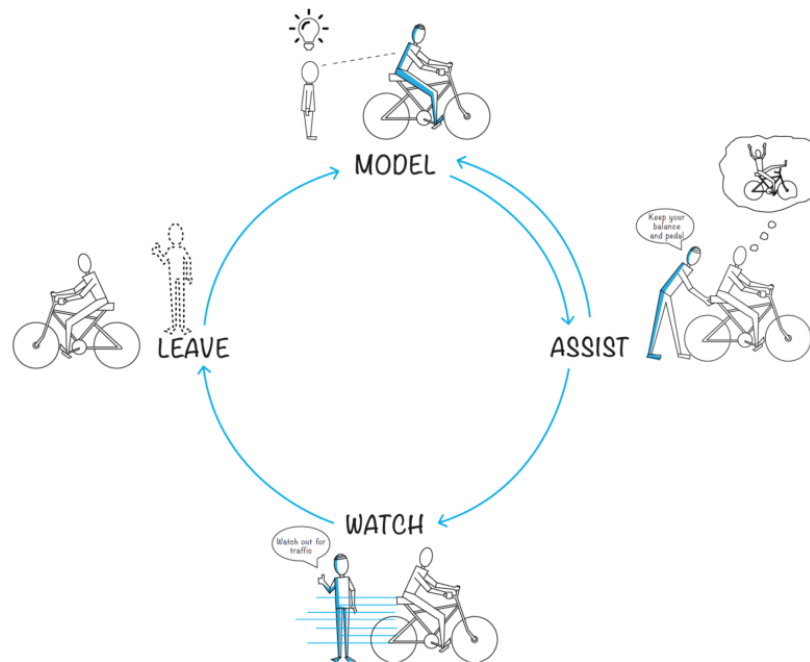
Multiplying Your Group – every Legacy Life Group leader should have an intentional plan to develop new leadership and multiply their Life Group.

General Tips for Multiplying Groups:

- The words we use to describe starting new small groups at Legacy matter...use grow, birth, launch, etc. (positive) not divide, split, rip apart, break-up, etc. (negative).
- In most cases, it is best to send a strong/prepared leader to start a new group vs. trying to divide existing groups.
- Utilizing proven “group planters” to enable new group start up is an effective method to leverage a strong leader to start a new group with the understanding that person/couple will leave the group when new leaders are identified/developed (usually 6-12 months).
- Discuss the goals of developing leaders, starting new groups, and the implications for your group on a regular basis.
- Healthy groups prepare and produce new leaders. Celebrate the opportunity to “send” leaders to enable Legacy’s small group ministry to grow.
- It is important to have 2-3 couples or 4-5 solid individuals to serve as the core for a new group. (Note...if you don’t have this today, work with your Campus Pastor to shore up your foundation.)
- As the schedule below indicates, we will formally launch new groups twice each year (January and August).
- If necessary, new groups will be started mid-cycle to support growth.
- Members and guests can join existing small groups throughout the year. Ensure your Campus Pastor is aware of who has joined (or left) your group.
- Launching/birthing new groups has many nuances...talk to your Campus Pastor, Luke Wright, and/or other Life Group Leaders/Coaches who have navigated this journey for lessons learned.
- Be sure to attend Leadership Community for helpful tips.

TOOL: The Training Cycle for Developing an Apprentice Leader

The Training Cycle is a tool you can use to help develop emerging apprentice-leaders in your Life Group. The Cycle is Mode, Assist, Watch, and Leave, and it works like this:



MODEL - Modeling is simply providing an example of a practice or tool. It is the briefest part of the training cycle. It usually only needs to be done once. It is simply creating an awareness that a practice or a tool exists and giving a general idea of what it looks like. Modeling repeatedly is not an effective way to equip someone. They need to be allowed to try the skill themselves. When a child sees someone riding a bicycle, that is the MODEL phase. As a Life Group Leader, have an "ICNU" conversation (where you pull aside a member of your group in whom you see leadership potential and say "I see this in you") and ask them to observe the way you lead the group over the course of the next couple weeks and months. Be aware as the Life Group Leader that you will reproduce the kind of leader that you are. Whatever you model is what will be reproduced. Model well!

ASSIST - Assisting is allowing the learner to practice the skill. This takes longer than the modeling phase. It requires "hand-holding" on the part of the mentor. The mentor needs to be directive and take an active role in coaching the learner. This phase does not last until the learner is fully competent, but merely until they understand the basics of the skill. If this phase is continued too long, then the learner will develop a dependence on the mentor and never advance to full competence. The end of the assist phase should be marked by the learner starting to model for others. When a parent is holding onto the bicycle while a child is learning to keep his balance, that is the ASSIST phase. This might entail giving certain portions of your Life Group time to someone else and co-leading the group time with them. The important thing

to remember in the assist phase is to give good encouragement and feedback as the new leader attempts to put into practice what they have seen modeled for them.

WATCH - Watching is the longest phase. It involves more indirect contact with the learner. It seeks to develop full competence in all facets of a skill. It may be ten times or more as long as the first two phases combined. As the learner progresses in skill, the contact with the mentor may become less regular. In this phase the learner gradually takes more responsibility and initiative in the performance of the skill. Typically, in disciple-making the mark of the end of this phase is when the learner has passed on the skill successfully to the fourth generation through those whom he or she is coaching. When a parent is observing a child ride a bicycle and ensuring they have adequate skills and knowledge to ride unsupervised, this is the WATCH phase. Practically, this might mean allowing your apprentice leader to take entire Life Group sessions and be the point leader on their own. Or, if there is a week that you are out of town, they become your go-to fill in.

LEAVE - Leaving is a sort of graduation when the learner becomes a peer of the mentor. Periodic contact and peer mentoring may continue to take place if the learner and mentor are in the same network. When a parent releases a child to ride their bicycle completely unsupervised, that is the LEAVE phase.

Rationale for Approving Legacy Curriculum

- I. Legacy requires that all Life Groups who desire to use outside curriculum adhere to Legacy's Curriculum Guidelines. The purpose of this is to "watch our doctrine closely" in accordance with 1 Timothy 4:16.
- II. Ours is a cultural moment filled with a myriad of competing voices, speakers, books, podcasts, YouTube videos, and even spiritual leaders that call themselves Christians but have abandoned the Gospel. The New Testament consistently warns us against false teachers (2 Cor. 11:13-15; 2 Pet. 2:1-3; 1 John 4:1; Matthew 7:15; 2 Pet. 7:15; 2 Pet. 2:1; Matt. 7:15-20; Rom. 16:17; 2 Tim. 4:3-4; 1 Tim. 6:3-5; Acts 20:29-30; Eph. 4:14)
- III. As a "biblical community, living the word" we are committed to honoring God's Word and reasserting a culture that values biblical authority over cultural accommodation.
- IV. The consumeristic nature of American culture has created a climate where access to teachers from all sorts of different traditions is easier than ever. While there are a lot of amazing benefits to this, the danger is that people can teachers that teach whatever doctrines they want to hear.
- V. At Legacy, therefore, we desire to have a unified process for 'approving' curriculum used in Legacy Life Groups so as to be good stewards of the Gospel.
- VI. **Doctrinal Considerations**
 - Preference will be given to curriculum, books, and resources produced by leaders and pastors from Restoration Movement churches.
 - Preference will be given to resources that are biblically focused rather than topical.
 - Preference will be given to content that is produced by leaders currently in local Church leadership and teaching ministries as opposed to random speakers and "itinerant" preachers.
- VII. **Process for "approval."**
 - Life Group leader selects the Bible study or curriculum. Leaders are encouraged to check the "list of approved Bible studies" (available online at grow.lcc.org/leaders) FIRST.
 - If the study in question is NOT on the list, the Life Group Leader consults their Campus Pastor.
 - The Campus Pastor, in coordination with the Director of Spiritual Formation reviews the curriculum and approves or denies it via email according to Legacy's Philosophical and Doctrinal principles.