

Shepherding and Facilitating  
Training for

SMALL GROUPS

**OPENING**

**DEVOTION**

**What do you have**

**in your hand?**



**Exodus 4:2**

# SMALL GROUP LEADER

## WORKSHOP GOAL:

EMBRACE SHEPHERDING AND

FACILITATING

NOT

TEACHING



## Cowboys *drive* Cattle



## Shepherds *lead* Sheep



# AS SHEPHERDS SMALL GROUP LEADERS SHOULD:

- Love
- Build Relationships with each member
- Encourage genuine fellowship among group members



# A SHEPHERD IS: AN AMBASSADOR FOR CHRIST

2 Corinthians 5:20 (CEB)  
So we are ambassadors  
who represent Christ. God  
is negotiating with you  
through us. We beg you as  
Christ's representatives, "Be  
reconciled to God!"



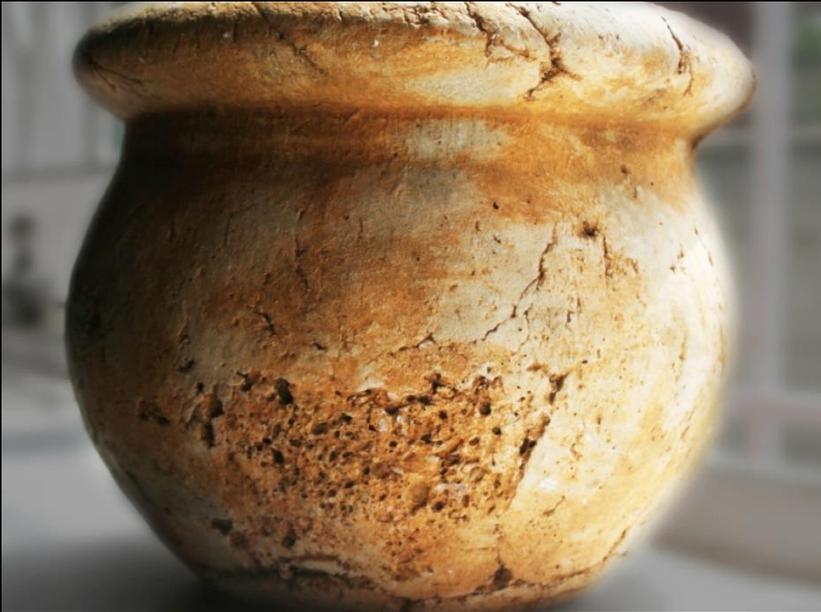
# AN AMBASSADOR FOR CHRIST

## Step 1: Attitude toward self

...a mystery that has been hidden for ages and generations but which has now been revealed to his holy people. <sup>27</sup> God wanted to make the glorious riches of this mystery known among the Gentiles, which is **Christ living in you, the hope of glory.**

Colossians 1:26-27 (CEB)

# AN AMBASSADOR FOR CHRIST



## Attitude toward self

But we have this treasure in clay pots so that the awesome power belongs to God and doesn't come from us.

2 Corinthians 4:7 (CEB)

# ARE YOU SELF-CONSCIOUS?



# ARE YOU SELF-CONSCIOUS?

**“I’M ONE OF THE WORLD’S MOST SELF-  
CONSCIOUS PEOPLE. I REALLY HAVE TO  
STRUGGLE.”**

**MARILYN MONROE**

© Lifehack Quotes



# *ARE YOU SELF-CONSCIOUS?*

- **Focus Up – On God, whom you are serving**
- **Focus Out – On those you've been given to minister to**

# AN AMBASSADOR FOR CHRIST

## Step 2: Attitude Toward Others

### Be like Jesus who :

- Was sensitive to each person he met
- Met each person where they were
- Friendly and accepting
- Willing to take the initiative in a relationship
- Available, flexible, and unrushed
- A good listener
- Most concerned with loving people and meeting their needs



## 2 MINUTE DISCUSSION

How can one's self-consciousness about leading a group be transformed by Christ?

# NUTS AND BOLTS FOR FACILITATING SMALL GROUP LEADERSHIP

1. Assist Group in sharing *their* thoughts on subject matter
2. Assist Group in seeing how *their* thoughts relate to Christ
3. Assist group in developing meaningful fellowship within the group.



## **STEP 1: PRAY !!**

- **For Yourself**
- **For the Group Members**
- **For the Other Group Leaders**

## STEP 2: AIM FOR AN ATMOSPHERE OF WARMTH, ACCEPTANCE AND EAGERNESS TO LEARN FROM ONE ANOTHER

- Have chairs in a circle already set up for the number of people expected. Remove extra chairs if people are missing.
  - Sit facing the door.
  - Greet members as they arrive.
  - Begin promptly.
  - Open with prayer led by you. *“Let the words of our mouths”*
  - Encourage the use of nametags.
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## STEP 2: AIM FOR AN ATMOSPHERE OF WARMTH, ACCEPTANCE AND EAGERNESS TO LEARN FROM ONE ANOTHER - CONT.

- Reassure members that all are learning together and that there are probably several in the Group who feel uneasy about sharing an answer.
- Stress that this is a sharing discussion – we are all learning together – no one will be called on
- Establish Holy Ground – *“What we say in this group is between God and the people in it alone”*
- Aim for variety in presenting the questions, shorten lengthy ones, and paraphrase when appropriate.
- Maintain eye contact with the group. *Don't stare at your paper!*

# STEP 3: RECOGNIZE AND EMBRACE THE DIVERSITY OF THE GROUP

The group brings to the circle:

- Different life experiences
- Diversified understandings of Christianity
- Different appreciations for the purpose of the group

Seek God's perspective in understanding the uniqueness of each person and his/her individual place in spiritual understanding.

# STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS

- Introduce first question clearly and enthusiastically.
- Aim for variety in presenting questions, shortening lengthy ones, or paraphrasing. Use of a highlighting pen to help you pick up key words or phrases at a glance is helpful. Mark a complete question by checking it so as not to lose your place.
- Listen attentively; offer genuine and encouraging responses. Smile, nod, say
  - “ooh, I like that” or “good” or “wow,” “I just love to here your answers!”
  - That would really help in some situations like \_\_\_\_\_”
  - “Isn’t it interesting how the HS works with each of us” This shows that the HS did indeed touch them
  - Occasionally paraphrase (but keep it short).

## **STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.**

- Don't enhance the answers you get with your own ideas. This steals their thunder and can send the message that their idea wasn't good enough causing reluctance to answer in the future.
- Go for making them confident. Link their answers together at times (this will reinforce their confidence) but keep yours out of it.
- Be yourself and let the discussion flow naturally. Try to find the right rhythm for the group on that particular day. It may be faster or slower. Use phrases like, "Does anyone have anything else to add before we move onto the next question?"

## STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.

- When an answer is given that appears to have no relevance to the question try to repeat the key points of the question to help focus the member and help everyone else. Sometimes unusual answers may be meeting the need of the speaker and need special acceptance.
- **Silences are OK.** The sooner you let silences go, the sooner members will take ownership of the discussion and feel more on the same level! Give a silence 10 seconds longer than you are comfortable before you step in! You can say something like, “Well, Let’s not all jump in at once!”
- **When no one answers** – if it is a personal question it is OK to let it go if after a couple of attempts no one answers. On other questions, you might call upon someone that you know will be comfortable with you doing so or someone whose paper you can see a lot of writing on. Later ask them “I hope it was OK I called on you?” Or ask for a volunteer to read the appropriate scripture.

## **STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.**

- Do not “go around the circle.”
- Do not be afraid to say “I don’t know” to questions asked in the course of the discussion. Offer to find the answer or encourage someone in the Group to do so and report next meeting.
- Be a real person – one still in the process of being conformed to the image of Christ! Be a co-learner.

## STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.

- If someone's lesson isn't filled in ask them if they had difficulty –but not in front of the group! Maybe after class or during your phone call to them. Suggest they pray for guidance before starting the lesson – that is what CBS suggests we all do!
- **Shy person:** Give them a couple of weeks. You might sit next to them. If you see that they wrote something down, ask, ""\_\_\_\_\_, would you like to share how you answered?"" Afterwards, ask if that was OK to call on them.

# STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.

- **Talkative person:** Don't try to quiet the person as your first strategy, try to make the others become more involved or to take over some. The idea is to bring balance.
- Mention before the group starts that answers should be brief to give chance to everyone and to finish the questions
- When they are sharing too long about personal stuff or are just off the topic and going nowhere, affirm and redirect.

"Sounds like you've had a lot of interesting experiences that I'd like to hear more about a bit later. Let's try and finish the lesson and then come back to this if we have time."

The Watch trick

# STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.

There are no right or wrong answers! There may be answers that are not in line with what the Scripture teaches or Core Christian Values. When this happens:

- Stay calm! Be kind! Remember, this is the place for ironing these things out!
- “I never thought of it that way.”
- “What verses did you use to get that answer?”/How did you come to that conclusion?
- “Does anyone have a different slant?”
- As a last resort, give your own brief summarizing statement.

## STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.

If you see pain approach! You have the ability to love someone through their pain. Be not afraid! If a person breaks down in the discussion support her/him, talk a bit, but don't counsel or attempt to solve the problem! You might close the discussion with a prayer and talk to him or her afterwards.



# **STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.**

**Discourage potentially divisive discussions from continuing.**

**Be careful with discussions about individual churches, denominations, politics, or even Christian TV personalities or programs.**

**We can agree to disagree.**



## STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.

- **Use time wisely** – aiming to complete all of the questions, while being ready to respond appropriately to the needs of the group.

When you are running out of time –It happens If you notice a pattern, address it.

Communicate time concern for the Group. Do not make them feel rushed, but you should be aware of, though not preoccupied with, the time.



# STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.

## When running out of time:

- “Let’s see if we can hurry along”
- When there are simple and direct questions ask one person to answer and move on.
- “Since we are running out of time, I propose we pick 2-3 more questions that people had special interest in . Is that OK? Anyone have a particular question in mind?”
- Go straight to the remaining questions that you feel are particularly important
- “In the interest of time, let’s give one answer only on the rest of the questions”

## STEP 4: PROMOTE PARTICIPATION BY ALL GROUP MEMBERS – CONT.

- Be available to all Group members. Be careful not to fall into cliques, have pets, etc. Focus on your friends after Small Group time!
- Part of the rewards of Small Groups is learning about new things and people different from ourselves. Take advantage of that opportunity.





- *Evaluate time spent in the group by the genuineness of the responses received, appropriate to each member, rather than by eloquent answers.*
- *Stand in awe of the freshness and simplicity of new discovery.*



**NOW YOUR TURN!**