

BCA Church Small Group Leader Job Description

Position Overview

As a BCA Church Small Group Leader, you will play a pivotal role in fostering a welcoming, nurturing, and spiritually enriching environment for group members. You facilitate meaningful discussions, foster relationships, and guide members in their spiritual growth. You are not just a leader but a servant, a listener, and a guide.

Key Responsibilities

1. Spiritual Growth

- Encourage members to grow in their faith and understanding of the scriptures.
- Facilitate prayer and reflection times during group meetings.

2. Community Building

- Foster a sense of community and belonging among group members.
- Organize and coordinate group activities and outings to build camaraderie.

3. Meeting Facilitation

- Prepare and lead group discussions based on predetermined topics or scripture passages.
- Ensure meetings start and end on time, respecting members' schedules.

4. Spiritual Care

- Be available to group members for spiritual guidance and support.
- Maintain confidentiality and trust with sensitive information shared within the group.

5. Administrative Duties

- Communicate meeting times, locations, and pertinent information to group members using BCACONnect.
- Record attendance and track the spiritual growth and needs of group members.

Qualities and Skills

- Empathetic and Compassionate: Able to understand and share the feelings of others.
- Good Listener: Willing to listen actively and attentively to the members.
- Organized: Able to plan and execute meetings efficiently.

- Spiritually Mature: Possess a deep understanding of the scriptures and a personal relationship with Jesus.

Training and Support

- Training: Attend a small group leader training session before assuming responsibilities.
- Support: Contact BCA staff and experienced group leaders for guidance and support.

Commitment

- Time: Commit to leading the group for a predetermined period (e.g., 3 months).
- Preparation: Dedicate time to prepare for each meeting adequately.

Evaluation

- Feedback: Be open to receiving feedback from group members and pastoral staff.
- Self-reflection: Regularly reflect on your performance and seek ways to improve.

Benefits

- Spiritual Growth: Deepen your own faith through service and leadership.
- Community: Build deep and meaningful relationships with group members.