

Starting Well: A Checklist For Your First 90 Days As A Group Leader

Before Your First Meeting

- Meet with your Ministry Director for New Leader Orientation.
- Check out the New Leader resources and the Group Leader Agreement online.
- Identify a co-leader/co-leader couple and invite them to join your new group.
- Pray with your co-leader about whether your group will focus on “life” or “learning.”
- Decide on a place, day of the week, and a time of your new group meetings.
- Invite others to join your new group.
- Finalize your group roster and other details through the online Groups Module.
- Prepare for your first group meeting and communicate first night details personally to each member of your new group.

During Your First Meeting

- Start with a party, a cookout, or a game night!
- Use the Story Cards or another opener to get everyone talking.
- Review and customize the Group Agreement with your group.
- Share everyone’s contact information with the group.
- Plan to end on time, but allow people to stay late.

During Your First Month

- After each meeting, send out a group communication (E.g., email, text thread, Facebook group, ChurchCenter App, etc.) with a quick review, a reminder of prayer requests, and upcoming details.
- Take a week to share your personal story with the group, then ask others to share each week.
- Stay predictable with meeting location, day of the week, time, and schedule.
- Begin to schedule times to meet one-on-one with each individual or couple.
- Attend any Group Leader trainings and stay up-to-date on the Group Leaders training website and Facebook group.

During Your Second Month

- Begin using the Sermon Discussion Questions or another study guide to facilitate conversation in group meetings.
- Remind your group of the vision to multiply the group one day in the future.
- Continue to meet one-on-one with each individual or couple.
- Check in with your Ministry Director with any questions, concerns, or issues.

During Your Third Month

- Begin sharing group ownership with other group members (hosting, food, discussion facilitating, prayer leading).
- Encourage and celebrate growth in individual members’ lives.
- Finish meeting one-on-one with each individual or couple.
- Plan a group activity - a social or service project that will help your group build community.

