

2025 - 2026



# GROW GROUPS



**RICHLAND CREEK**  
COMMUNITY CHURCH



# GREETINGS

Greetings, most excellent facilitators!

I have trouble expressing how grateful I am for your willingness to invest in others as we all walk with Jesus together at Richland Creek. Your work in guiding these Grow Groups will reap spiritual benefits in the lives of your fellow church members and, I believe, spiritual reward for you in the coming kingdom of our Lord.

Most of what you need to know to guide a Grow Group, you already have by virtue of being filled with the Holy Spirit and equipped by the Word. You have kindness, faithfulness, discernment, and joy. You know how to read the Bible and understand what it means (at least most of the time; Revelation is still really tough!) and regularly spend time with God in His Word and prayer. Some of you even have experience mentoring or discipling others, and you'll bring those experiences to your time in a Grow Group. Plus, the basic Grow Group Guidebook gives you the details of what a Grow Group is and how it should function, what we should be reading and talking about, the meeting schedule, and so forth.

So what is this supplement for? It's my attempt to help you, even imperfectly, to anticipate some of the challenges you may face when guiding your group and answer some frequently asked questions about those challenges. This supplement is by no means exhaustive; doubtless there will be issues that arise that need fresh perspective and timely intervention. But hopefully, the topics addressed in the next few pages will help you facilitate with more confidence and encouragement.

Please know that I am praying for you, and am here to support and help however I can.

Yours in Christ,



Pastor Jason



# FACILITATOR ROLE DESCRIPTION

## ROLE SUMMARY

Grow Group facilitators will guide and encourage group members to trust, follow, and obey Jesus from a heart of love. To that end, these servants will facilitate group meetings focusing on keystone habits for developing a relationship with God: time in His Word, time in prayer, and strong relationships with like-minded believers.

## KEY CHARACTER TRAITS

- Character and integrity
- Commitment to the role
- Trustworthy
- Humble
- Spiritual Maturity: Demonstrate a commitment to discipleship by engaging in the Creek's eight habits for spiritual growth: Worship God, gather with the church, know God in His Word, pray, give, serve, repent of sin, and reproduce.
- Growing in the fruit of the Spirit
- Obedience to the Word of God

## ROLE REQUIREMENTS

- All leaders must profess Jesus as Lord and Savior.
- Be a member of Richland Creek Community Church in good standing.
- Affirm Richland Creek's confessional standard, the Baptist Faith and Message (2000).
- Have a growing relationship with Christ, as evidenced by daily engagement in God's Word and prayer.
- Great Commission-minded.
- Active Life Group participation (active means attending Life Group on average at least two times every month).
- Consistent attendance in worship services.
- Current Life Group leader recommendation.
- Current facilitator recommendation<sup>1</sup>.

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<sup>1</sup> This requirement will be waived for initial facilitators.



## KEY RESPONSIBILITIES

- Understand the purpose, vision, and practices of discipleship at Richland Creek generally, and Grow Groups in particular.
- Communicate clear expectations and goals for group members.
- Facilitate weekly meetings by setting a tone of encouragement and participation, bringing members into the conversation.
- Cultivate intimate, encouraging, accountable relationships for the purpose of spiritual growth and maturity.
- Guide believers in the intake of God's Word and the practice of prayer through accountable relationships. Model all that is expected of your group.
- Ensure confidentiality with all group members.
- Communicate with coaches and/or adult ministry leaders regarding questions from group members, problems, issues, complaints, feedback, recommendations, etc.
- Take attendance each week at the Grow Group meetings.
- Over the course of the year, seek to hand off key responsibilities and develop a pattern of giving away leadership and thus raising up new facilitators.

## KEY COMPETENCIES

- Good communicator both in frequency and depth
- Relational Skills - approachable, empathetic, and able to build meaningful relationships. Encourage participation and create a safe space for sharing.
- Basic understanding of Bible reading, interpretation, prayer, praying Scripture, and sound doctrine.
- Be organized and manage time effectively



## WHAT SUCCESS LOOKS LIKE

It can be difficult to know if you're being effective as you engage in discipling relationships within the church. One reason is because spiritual growth is so often unseen, under the surface. It's not as measurable as physical growth, where just a glance can tell you what is happening. ***Discipleship can also be an achingly slow process, measured over months and years rather than days and weeks.*** Because of these factors, it is easy to be discouraged and to feel like investing in others is a waste of time

So, I wanted to briefly give you some thoughts on what success actually looks like when it comes to guiding a Grow Group. Granted, a few of these are subjective, but they're helpful nonetheless.

### JOY

You are successful in what you're doing if you feel the joy of Christ when you're doing it. This most crucial marker of success takes the primary emphasis off of others and what they do, and puts it where it belongs: In the hands of Jesus.

This marker doesn't mean that it will always be easy, or that every moment of walking in Grow Groups will necessarily be enjoyable. But joy—that deep and abiding sense of knowing that you're walking in God's will, and He's got this—is the number one marker of success. When all else fails, feel the joy and success of obedience to Jesus.

### ENCOURAGEMENT

A second marker of success is somewhat anecdotal, but I've found it's still true, and that is encouraging feedback from others in the group. When people in your Grow Group express verbally their appreciation for the group, for the process, and for their growth, that means God is at work and good things are happening. They might express this to you privately, or they may mention in the group time how valuable Grow Groups are to them.

Verbal feedback that people are enjoying the group and that it is helping them walk is a critical marker of success that cannot and should not be ignored.

## MULTIPLICATION

Practically speaking, the most important marker of success for a Grow Group facilitator is that they are able to raise up others to guide new Grow Groups for the future. This will be the marker that we as a church and as a leadership team will look to and celebrate most often.

Because this is such an important marker of success, begin even now thinking and praying about how you can equip and encourage others to lead. Those efforts may not pay off immediately (remember, growth can be a slow process), but God will honor your desire to equip others to be disciple-making disciples.



## MEMBER CARE

In the future you may come across a member in your group expressing a member care or church discipline concern. As these arise, we want to equip you to handle them well.

Let's start by clarifying what ***member care*** and ***church discipline*** concerns are:

### **Member Care Concerns:**

- Upcoming surgery
- Ongoing serious illness (memory care, cancer, debilitating health issues)
- Divorce, job loss, addiction
- Death of immediate family member
- A change in family situation can result in a spouse or individual not being able to gather with God's people regularly.

### **Church Discipline Concerns:**

- Repeated sin issue where the group member is not gaining victory over sin nor desiring to.
- Something that is outward-facing, public, and detrimental to the purity of the body of Christ

It is crucial to communicate these to the correct people for the well-being of the group members.

We ask that you disclose any ***member care*** concerns to the member's Life Group leader, Pastor Cameron Wagner ([cameron@richlandcreek.com](mailto:cameron@richlandcreek.com)), and our member care assistant, Donna Wright ([donna@richlandcreek.com](mailto:donna@richlandcreek.com)).

For ***church discipline*** concerns, please contact Pastor Jason Hall ([jason@richlandcreek.com](mailto:jason@richlandcreek.com)).

We realize you have coaches in place to assist you with Grow Group questions and concerns; however, we wish to disclose sensitive information only to those who need to know. It is paramount to maintain confidentiality throughout this process. Group members trust in and count on you and others in the group to protect their information. Thanks so much for your help and cooperation as you lead your groups in 2025.



## GUIDANCE FOR CHALLENGES

We could, of course, assume that throughout the year our groups will always go perfectly. Everyone will come prepared to participate, share eloquently, confess with genuineness and joy, no one will interrupt each other or monopolize the time, etc. We could assume that, but we would be wrong. We are people, and people are fallible creatures (including us!) who fall short. I have often said that the biblical command to forgive each other assumes that we're going to disappoint one another.

I want to give you some tips on handling a few common problem scenarios within the group. I cannot anticipate all the challenges that may arise, so please contact your coaches if something comes up that you really need help with. But hopefully, these thoughts will help you as guide with gentleness and kindness.

### SOMEONE IS TALKING TOO MUCH

Perhaps the most common issue that may arise is someone monopolizing group time by talking too much, either during Bible discussion, accountability, or both. Many people may do this without realizing it, so don't assume the person is doing it intentionally. There are a few things you can do. If the person is just jumping in so often that others don't have a chance to speak, try guiding the discussion in this way:

**“Hey \_\_\_\_\_, thanks for sharing. I haven't heard from some others in a while, so let's come back to you after they've jumped in, okay?”**

Often, something simple like that will signal to the talkative person that they're being a bit overzealous and need to back off a bit.

Sometimes, the issue is that someone keeps “the floor” for so long that others can't jump in. This can be more tricky, since you don't want to seem rude. The best method I have found is anticipating when they may take a breath, and jumping in with something like this:

**“Thanks so much, \_\_\_\_\_! That is very helpful. Our time is getting a bit short, so if it's okay we're going to let someone else share for a minute.”**

If the excessive talking continues, you may need to pull the brother or sister aside after group time and say something to them about it. Be kind and patient in this conversation. If you need tips on how to have this conversation, talk to your coach.

## **SOMEONE IS NOT TALKING ENOUGH**

The opposite issue is more tricky, and that's someone who just doesn't seem to want to participate. Because of how we have set up Grow Groups, this should be rare, but it will still happen. First, be sensitive to the fact that some people just don't naturally speak much in groups, and that is okay. But if someone really seems to be withdrawn and doesn't ever volunteer, there are a few things you can do.

I would handle this one almost in the opposite order of the person who talks too much. The first thing I might try is a brief conversation after group time. Just ask if everything is okay, and note that you've noticed this person really isn't participating. Remind them that you, and everyone else in the group, values their input and encouragement. That will often spur them to speak more.

Another thing you could try, without singling out a particular person, is announce that as you talk about a particular passage, you'd like everyone to share at least one thing they noticed in the text. This forces everyone to talk. Since these are closed groups, and commitment to being part of the discussion is something they signed up for, this is an okay tactic in Grow Groups (not so much in Life Groups).

## **SOMEONE ISN'T DOING WHAT THEY HAVE COMMITTED TO DO**

Perhaps most challenging of all is the person who is consistently not doing what we have asked them to do as a part of being in a Grow Group: Read and pray, journal, prepare and share, memorize Scripture, etc. Handle this carefully, because we want Grow Groups to be places of encouragement and help, not judgment and exclusion.

First, try to discern what it is that's causing them to not engage. Are they unmotivated, busy, confused, frustrated? Try to talk to them about the issue and see if you can help them. If you sense that they really desire to follow through, then that is where mutual encouragement and accountability come in. Let the whole group pray for them in this regard.

Please, do not threaten to “kick someone out” of a Grow Group. Inevitably, we will see some attrition over the course of the year; schedules will change, motivations will fail, and life will pull some away from Grow Groups. But if people seem willing to stay engaged, do everything you can to help them succeed. It will only help them in the long run.

## **SHOULD I EVER ASK SOMEONE TO LEAVE THE GROW GROUP?**

Please do not ask someone to leave your group without first consulting your coach, and likely getting Pastor Jason involved as well. Speaking generally, there are only two reasons we would ever actually ask someone to leave a group:

1. Not only do they refuse to participate, but their attitude actually drags others down as well. This is probably something that won't happen, but this is the person who refuses to spend time in the Word, and then actively encourages others not to do so as well. This kind of attitude doesn't belong in a Grow Group.
2. Someone continues to share confidential information from the group, after being warned. If you find that someone in your group shared another member's prayer request or personal problem outside the group, immediately confront them and put a stop to it. Let your coach know. If it happens again, let your coach know so that Pastor Jason can get involved. Trust is essential in these groups, and we cannot abide gossip.



# LEADING AND MANAGING

## LEADING THE GROUP AND MANAGING TIME WELL

Most of our Grow Groups will be on a schedule, and sometimes a pretty tight one. We need to make every minute count. Here are a few reminders about managing the group time well:

### **START ON TIME AND END ON TIME.**

Emphasize this to your group as a way of showing love and commitment to each other. Even if you meet in a home or at a time when you're more flexible, starting and ending on time is still a matter of discipline.

### **KEEP THE CONVERSATION MOVING AND ON PURPOSE.**

We have limited time, and we should spend it focused on helping each other grow in godliness. The overwhelming focus of Grow Groups is relational commitment, as displayed through time in the Word, prayer, and reflection on the work of the Gospel in our lives. Because we have limited time, this will be our agenda. This does not mean that other questions are unimportant, but Grow Groups cannot answer every question a person has. We have multiple opportunities within the life and ministries of our church to answer questions and build skills.

### **WHERE DOES “FELLOWSHIP” FIT IN?**

Someone might argue that Grow Groups should be all about fellowship, since they're built on relationships. We're all about fellowship — but it's fellowship with purpose, centered on the Word of God. Keep in mind that while we will have a great time in Grow Groups, we're not there to “hang out.” You can always take time, as a group, to occasionally go out to dinner or just hang out. But make the weekly group time energized and focused on the main goal of growing as disciples.





# GROUP COMMUNICATION

## COMMUNICATING WITH GROUP MEMBERS

There are no specific guidelines for facilitators when it comes to communicating with group members outside of the meeting time. But when people are walking together through life, encouraging and strengthening and confessing to one another, it's natural to assume that they're going to talk to each other outside of the group meeting time.

While the facilitator will not be the only one undertaking such communication, you should consider it your responsibility to lead out and set an example. Here are a couple of thoughts.

### GROUP TEXT

Most groups will primarily communicate during the week using a group text on their phones. This is a way to share prayer requests, insights from your daily quiet time, updates on things discussed in the group, and so forth. Anyone in the group can set up a basic text group – you can even do it during your first group meeting.

### PHONE CALLS

You may want to occasionally place a call to a group member during the week just to check on them, especially if you know they're struggling or have something specifically going on – birthday, anniversary, etc. There's no particular rule for how often you do this. Just love on people as the Lord prompts you.

### REMIND THE GROUP TO PAY ATTENTION TO EMAILS

Our ministry leaders will be regularly sending out emails to all folks in Grow Groups to remind them of key dates, share important information, and so forth. Please encourage your group to pay attention to those emails and heed whatever they say.



## MULTIPLYING AND RAISING UP FUTURE FACILITATORS

In our earlier section on goals, we noted that multiplying ourselves is a key marker of success in Grow Groups. In this section, we'll give a few quick tips on how you can start, even at the very beginning of the Grow Group year, to raise up future leaders.

### **GIVE AWAY RESPONSIBILITY**

From the very first time you meet you can be looking to hand aspects of the Grow Group meeting time off to other people to lead and facilitate. An easy one is prayer. Many people in your group are already going to feel comfortable praying out loud, so don't be afraid to ask other people to lead out by praying, but also by leading the prayer time itself. You can also ask others, as they become more familiar with the routine, to lead your Bible discussion time, accountability time, and more. Anything you do as a facilitator can be handed off to someone else!

### **DON'T COME TO GROW GROUP**

What? Isn't coming to Grow Group part of my commitment? Of course it is, and I am obviously being a bit cheeky with that heading. What I mean is at some point during the year, you're almost certainly going to miss a group meeting, so be prepared to have other people in the group step up in your absence. Leading when you're not there gives them an even greater confidence boost.

### **CHALLENGE OTHERS TO FACILITATE**

As the year goes on, talk more and more about the importance of multiplying disciples and the need to start new Grow Groups in the coming year. Challenge everyone in your group to consider whether they need to start their own group, and then encourage them as they make that decision. Talking about facilitating makes it seem more doable, and pretty soon you'll be regularly multiplying yourself and seeing future generations of disciples coming after you.

## HOW DO I DO THAT?

The following graphic displays some of the ways we have developed or are developing avenues for growth and information at Richland Creek. As folks have questions and concerns that cannot be addressed during group time, use this graphic as a handy guide for reference. You can always reach out to your coach for more information.



## WHERE TO GO FOR SUPPORT

As a Grow Group facilitator, you are part of a team of shepherds, leaders and teachers at Richland Creek who together shoulder the burden of helping each other grow in Christ. In other words, you are not alone. God gave the church pastors and deacons, and at Richland Creek our pastors have raised up others—Life Group leaders, teachers, biblical counselors—to work together. So remember that you're not alone in this disciple-making venture.

## RESOURCE PAGE

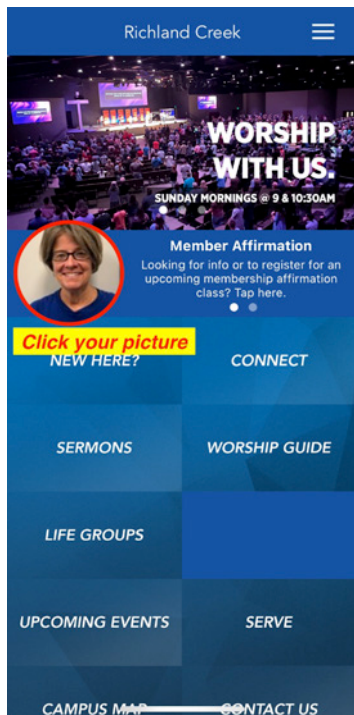
On our website, we have developed a page specifically for Grow Group facilitators to go for helpful articles, videos, book recommendations, and the like. We'll try to alert you when new resources are added, but visit it from time to time to see what's new and helpful.

[richlandcreek.com/growgroups](http://richlandcreek.com/growgroups)

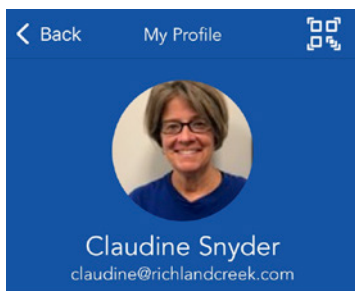


# TAKING ATTENDANCE

## Step 1



## Step 2



### Tools

People Search

Tasks **Click**

Attendance

Check-Out

### My Activity

Giving

### Step 3

[< Back](#) Attendance

Grow Groups 2024-2025  
12/30/24, 9:18 AM

Grow Group Coaches  
12/30/24, 9:18 AM

Grow Group Facilitators  
12/30/24, 9:18 AM

Adult Equipping Ministry Leaders  
12/30/24, 9:18 AM *Click*

Claudine Snyder's Grow Group  
12/26/24, 1:00 PM

### Step 4


Claudine Snyder's Grow Group

12/... 0 0 0

1:00 PM Members Guests Headcount


Q

Members




Mary Smith  
Member

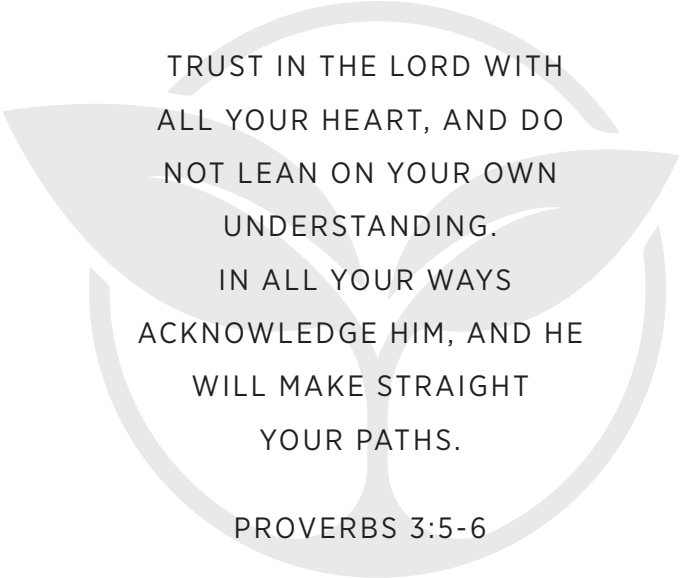
Click on each member to mark them present



Sue Miller  
Member



Snyder, Claudine  
Leader



TRUST IN THE LORD WITH  
ALL YOUR HEART, AND DO  
NOT LEAN ON YOUR OWN  
UNDERSTANDING.  
IN ALL YOUR WAYS  
ACKNOWLEDGE HIM, AND HE  
WILL MAKE STRAIGHT  
YOUR PATHS.

PROVERBS 3:5-6