



LIFEGROUP Leaders Quarterly Meeting - May 21, 2018

Agenda:

Social Time

6:00-6:30 Dinner. Questions at Tables.

Discussion

6:30 Introductions

6:40 Talk about what's working and what is not working

6:55 Review Multiply Principles

7:15 Review Systems:

- Introduce LG Coaching Dashboard
- F1 LifeGroup Systems
- RightNow Media
- Social Media

7:30 Ideas to keep groups engaged in summer months (summer activity and service ideas)

7:40 Fall Planning/Key Dates

7:45 Prayer

AUGUST 1, 2018

Quarterly LifeGroup Leader's Meeting

FALL LIFEGROUP REGISTRATION PERIOD:

August 12-September 16
Registration Tables in Hallways on Sep. 9

Fall 2018 Starting Point

Eden Prairie

September 23-November 11

Edina

September 26-November 14

November 2-3, 2018

MULTIPLY CONFERENCE

WINTER LIFEGROUP REGISTRATION PERIOD:

December 23-January 13

Registration Tables in Hallways on January 6

Winter 2019 Starting Point

Eden Prairie

January 27-March 17

Edina

January 30-March 20

February 7, 2019

Quarterly LifeGroup Leader's Meeting



Revisiting MULTIPLY:

In Matthew 4:19, Jesus said:

“Follow me, and I will make you fishers of men.”

A disciple:

- _____ and _____ Jesus.
- is _____ by Jesus.
- is _____ the _____ of Jesus.

How do Disciples grow?

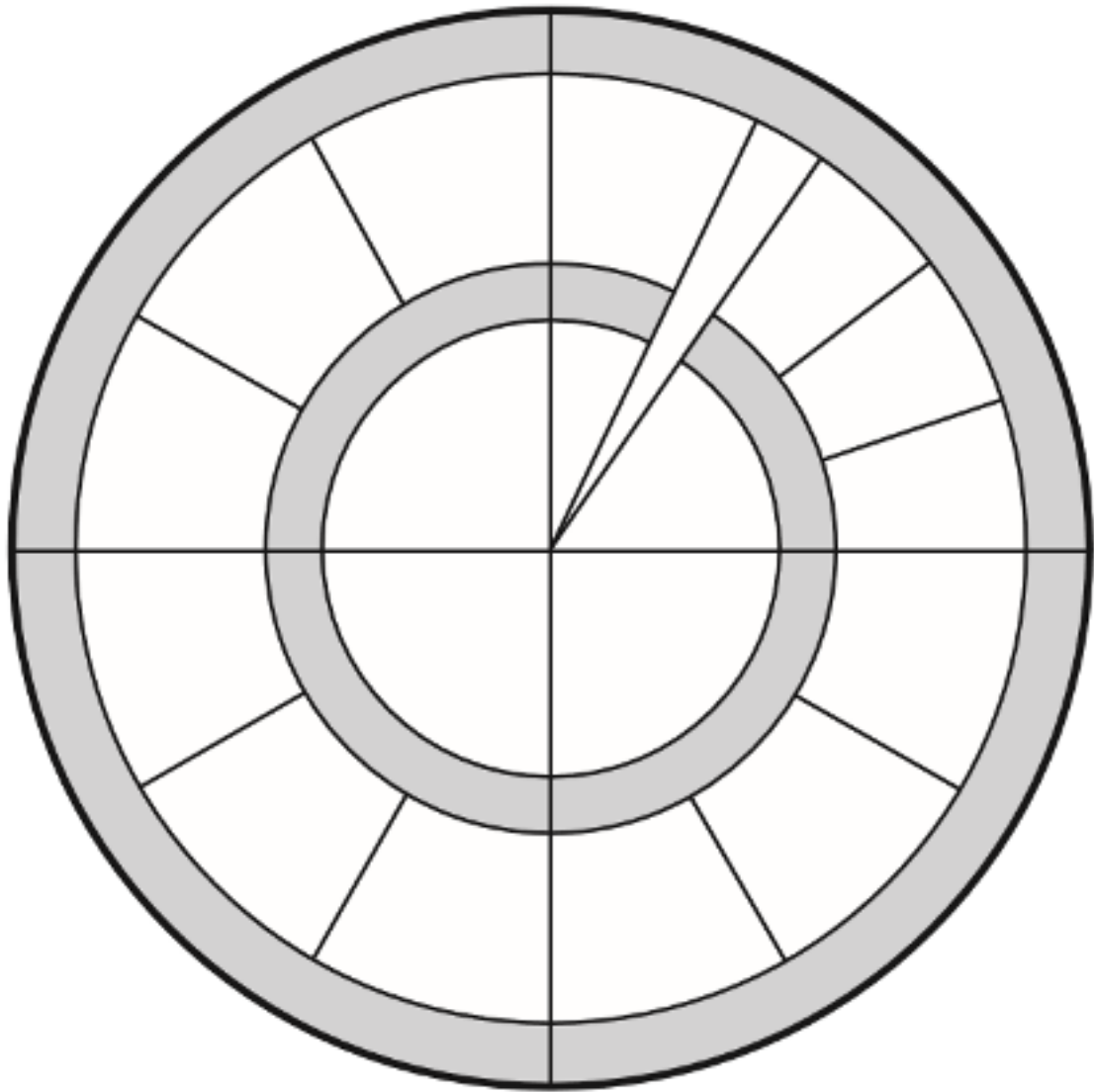
- _____ environment
- _____ leader
- _____ process

Real Discipleship Group Values:

- **Connect** | Relationships that extend beyond group meetings
- **Grow** | Motivate members to live more for Jesus (Follow, Be Changed, On Mission)
- **Serve** | Serve those inside and outside of the group
- **Engage** | Invites and prays for the lost

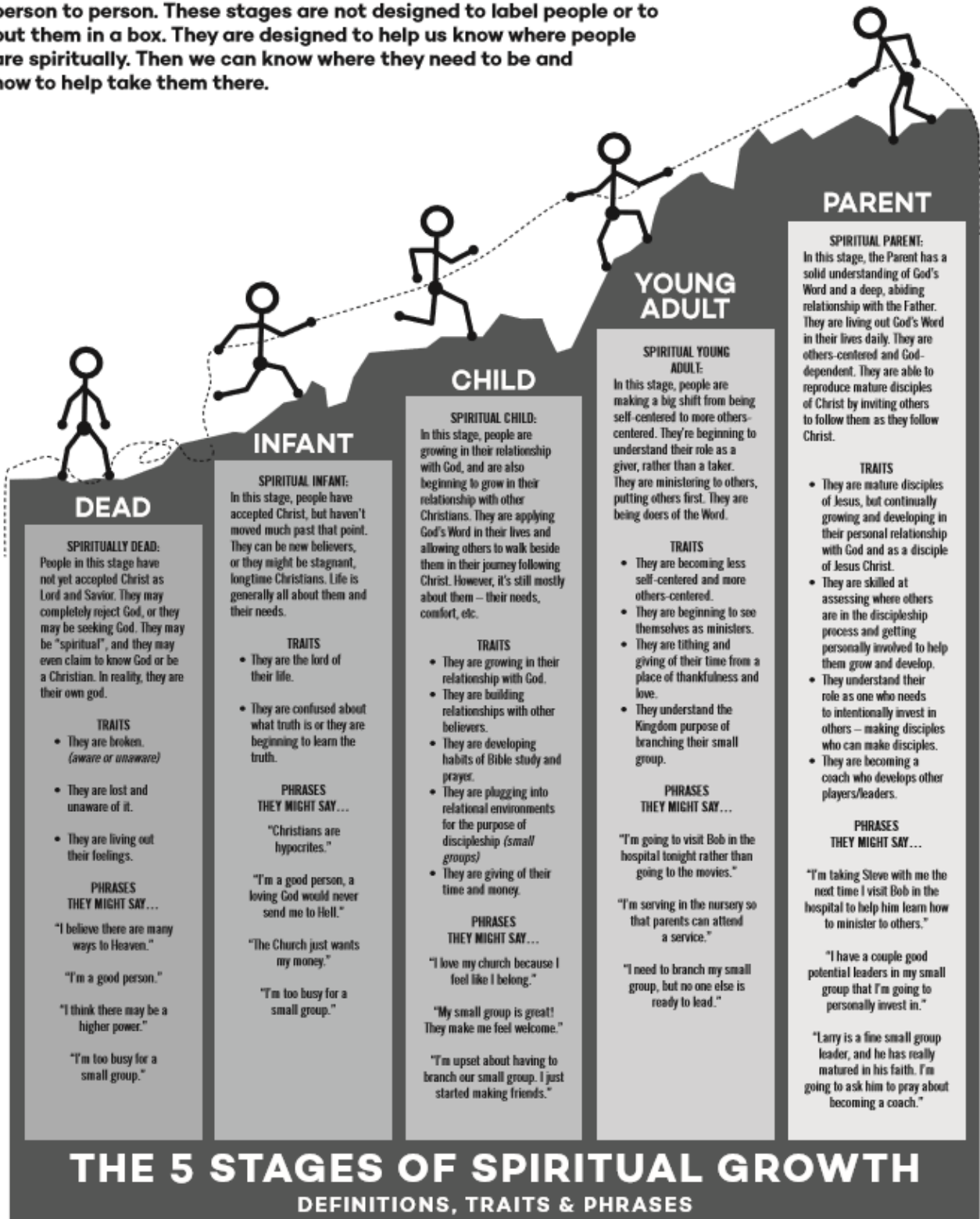
Effective discipleship groups have an _____ who embodies and encourages these values.

The Discipleship Process:





People go through a process of spiritual maturity. This will vary from person to person. These stages are not designed to label people or to put them in a box. They are designed to help us know where people are spiritually. Then we can know where they need to be and how to help take them there.



THE 5 STAGES OF SPIRITUAL GROWTH

DEFINITIONS, TRAITS & PHRASES

rightnow MEDIA

Rightnow Media is a phenomenal tool for discipleship. It can, however feel overwhelming when trying to sort through all of the options. Here are some great studies that have been used by various LifeGroups throughout Wooddale.

For New or Forming Life Groups:

Starting Point: <https://www.rightnowmedia.org/Content/Series/237094>

Wooddale offers Starting Point across all of our campuses as a way to introduce, or reintroduce people to faith. Taught by Andy Stanley, this study is a great launching point for any LifeGroup. (8 Sessions)

5 Great Studies on Books of the Bible:

Philippians: To Live is Christ, To Die is Gain: <https://www.rightnowmedia.org/Content/Series/133>

Matt Chandler walks us through this most intimate of all Paul's letters and paints a beautiful picture of what it is to be a mature Christian. (12 sessions)

The Book of Ephesians: <https://www.rightnowmedia.org/Content/Series/195647>

J.D. Greear teaches through the Book of Ephesians. Ephesians is a survival manual—it equips believers to thrive in a world that hates the message of Jesus Christ. Paul the Apostle writes to encourage believers to live well—we've been lifted from the graveyard of sin and called to shout the gospel into the darkened world. (9 sessions)

The Book of James: <https://www.rightnowmedia.org/Content/Series/159923>

Francis Chan teaches through James verse-by-verse. The book of James speaks to the realities of a living faith in Jesus—the kind of roll-up-your-sleeves and get-your-hands-dirty discipleship that is borne out of an authentic relationship with the risen Lord. James writes to believers who know suffering, who've faced trials, and who ultimately desire a deep relationship with God. (12 sessions)

The Books of 1st, 2nd & 3rd John: <https://www.rightnowmedia.org/Content/Series/229858>

Comfortable Christianity often means a weak Christianity. In this study on John's three letters, Dr. Tony Evans challenges Christians who have grown comfortable and complacent in their faith. Fellowship with God is the essence of our faith, and Tony walks through 1, 2 & 3 John to paint a picture of love, obedience, and truth. In a world that hates Jesus, we are called to love Him and His people with a fierce love. (8 sessions)

The Book of Titus: <https://www.rightnowmedia.org/Content/Series/229915>

In this Book of the Bible series, Chip Ingram unpacks the book of Titus. He challenges us to display the gospel in our lives through doing good. We do good works not to earn God's favor, but as a result of God's favor. When the gospel has truly taken root in our lives, it produces the fruit of godliness. As we pass these things on to future generations, the Church stands in bright contrast to the darkness of the world. (7 sessions)

5 Great Studies on Marriage:

A Lifelong Love: <https://www.rightnowmedia.org/Content/Series/198823>

Gary Thomas believes couples often settle for too little when it comes to marriage. We fail to understand how deeply God cares about our spouse. We diminish our need to not only understand what biblical love really is, but also to become a people who excel at it. We let ourselves drift apart instead of making the daily choices to grow closer together. (8 sessions)

You And Me Forever: <https://www.rightnowmedia.org/Content/Series/1213>

Marriage is great, but it's not Forever. This seven session Bible study series, based on the book You and Me Forever from best-selling author Francis Chan and Lisa Chan, will challenge you to view your marriage like never before. These seven inspiring videos will help you dive deeper into the content of the book as you explore themes like:

- It's until death do us part. Then comes eternal rewards or regrets depending on how we spent our lives.
- While we cannot allow lesser things to destroy our marriages, we also cannot allow marriage to distract us from greater things.
- A jealous God asks us to pursue Him first and most. Then life makes sense, and everything falls into its proper place.
- Love, laughter, and intimacy were all created to be enjoyed. So there is a way to love family deeply without ignoring heaven.
- It all comes down to our focus.
- Jesus was right. We have it all backwards. The way to have a great marriage is by not focusing on marriage.



Staying in Love: <https://www.rightnowmedia.org/Content/Series/234>

With more than a thousand matchmaking services available today and new ones springing up all the time, finding a romantic match can be easier than ever. But staying together with the one you've found seems to be the real challenge. So, is it possible for two people to fall in love and actually stay there? Absolutely! Let Andy Stanley show you how in this four-session, video-based study. Each session includes 15-20 minutes of teaching from pastor and author Andy Stanley. (4 sessions)

Grace Filled Marriage: <https://www.rightnowmedia.org/Content/Series/140661>

Couples come to the altar bursting with love for each other. Yet, based on how many marriages are unfulfilling, unhappy, or worse yet, end in divorce, it would seem that the love that gets couples married isn't enough to keep couples married. Maybe if we had the ability to love unconditionally, like God does, love would be enough...but we don't. Therefore, love falls short. Love isn't enough to save struggling marriages.

This study, taught by Dr. Tim and Darcy Kimmel, explores a radical hypothesis: Most marriages don't fail because they lack love...they fail because they lack grace. (8 sessions)

Extraordinary Marriage: <https://www.rightnowmedia.org/Content/Series/236532>

God designed marriage to be an intensely intimate relationship between a husband and wife. Sadly, too many of us instead feel our marriages are more like battlegrounds or—equally bad—barren deserts.

Often, we're missing out on a cherished marriage because we're focused on the wrong things—selfish and destructive things like fighting for control, keeping score, and hiding our true selves. How do we achieve the beautiful oneness that God intended for our marriages?

In this 4-part series, Pete Briscoe teaches that there is a way to move our marriages beyond ordinary to extraordinary. But it requires transparency to our spouse and the willingness to look beyond ourselves to the only source of true Life. (4 sessions)

5 Great Various Studies

The Treasure Principle: <https://www.rightnowmedia.org/Content/Series/198062>

Jesus told a story about a hidden treasure that, once discovered, brought life-changing joy. In this new video series based on the best-selling book, *The Treasure Principle*, Randy Alcorn unearths a simple yet profound principle that will radically change your concept of stewardship. Short on guilt, Alcorn illuminates the liberating joy of giving and its impact, not only for today but for eternity as well. (4 sessions)



Thriving in Babylon: <https://www.rightnowmedia.org/Content/Series/163627>

These are confusing times for many Christians. Traditional biblical values are not only rejected; it seems as if they're attacked on every front. It's all happened at warp speed, leaving many of us spiritually and culturally disoriented or even fearful, frustrated, and angry. How can we spiritually survive in an increasingly spiritually hostile environment? And is there any hope for the next generation?

In this 5-session series, Larry Osborne introduces us to a man forced to live in a fast-changing and godless society. This man faced fears about the future, concern for his safety, and the discouragement of a world that seemed to be falling apart at warp speed. That man was Daniel, and with the power of hope, humility, and wisdom, he not only survived, but thrived.

Each session also includes real-life stories of people struggling to thrive in an ever-increasing godless society. Though Daniel lived thousands of years ago, he has much to teach us today. (5 sessions)

Patterns of Evidence: The Exodus: <https://www.rightnowmedia.org/Content/Series/198646>

A debate rages over the credibility of the Bible. Most archaeologists today have concluded that there's no evidence that the Exodus of Israelite slaves from Egypt ever happened. Filmmaker, and Wooddale's own, Timothy Mahoney faces a crisis of faith, "Is this foundational event of the Bible really just a myth?" He embarks on a 12-year journey around the world to search for answers. (This is a 2 hour feature film that would make for a great discussion. A study guide is available.)

Time of Your Life: <https://www.rightnowmedia.org/Content/Series/149>

What time is it? Where did all the time go? Does time really fly when you're having fun? Maybe we think about time so much because there never seems to be enough of it. Maybe there's only one question we need to ask. What am I doing with my time? Simple question? Easy answer? It's time you found out. In this 5-part series, Time of Your Life, Andy Stanley will help you discover that answer. Don't waste another second. (5 sessions)

Not a Fan: <https://www.rightnowmedia.org/Content/Series/1277>

Twenty times in the New Testament, Jesus Christ issued a compelling and challenging invitation: "Follow Me." Jesus is not interested in mere fans. He doesn't want enthusiastic admirers. He wants completely committed followers. Build around the engaging approach of Kyle Idleman, Teaching Pastor at Southeast Christian Church in Louisville, KY, this one of kind small group study, sermon series, movie, and book examines what it means to deny one's self and truly follow Jesus. (6 sessions)

**** None of these will work for you group? Would you still like a little guidance? Feel free to reach out to Pastor Brian anytime for help in finding a study for your group.



—[Leader Online Account Guide]—



Thank you for your service as a LifeGroup Leader!

Part of being a LifeGroup leader means managing your group information through our website. Please use these step-by-step instructions for the following topics:

[Table of Contents \(click to jump to section\)](#)

ESTABLISH AN INFELLOWSHIP ACCOUNT	3
LOGIN TO GROUP	4
GROUP DASHBOARD	5
Details	
Schedule	
Location	
ROSTER.....	6
Send a group email	
Downloading your roster	
ATTENDANCE	7
For a scheduled meeting	
For a spontaneous meeting	
PROSPECTIVE MEMBERS	8

ESTABLISH AN INFELLOWSHIP ACCOUNT

1. Go to the **Wooddale Website** (www.wooddale.org)
2. Go to **My Account** (find this at the bottom of the home page):



3. Click on **My Groups**
 - o A login page will appear



4. Click on **Sign Up**
 - o Enter your First name
 - o Enter your Last name
 - o Enter your email address
 - o Make up and enter a password
 - o Confirm the password
 - o Click on Create the account

The following message will appear:

Activate your account...

We've sent a verification email to **your.email@....** This email contains a link that you'll need to click to activate your account. If you don't immediately receive your email, wait a few minutes or check your junk email folder.

If you didn't receive your verification email, you can [re-send verification](#).

[Return to login](#)

5. Go to your email account and open the email that is titled Welcome to Wooddale Church
6. Click on the link in the body of the message
7. Enter all the required fields

LOGIN TO GROUP

1. Go to the **Wooddale Website**
2. Go to **My Account**
 - A login page will appear



3. Enter **Login** (the email used to establish the Infellowship account)
4. Enter **Password**
5. Optionally select **Remember Me**
6. Click on **Sign In**
 - A navigation page will appear



7. Click on **Your Groups**
 - A groups page will appear



8. Click on the title of the group to continue to your **PROFILE**



Along the top of your profile, you will see four tabs: **Dashboard**, **Roster**, **Attendance**, and **Prospects**. The following pages describe how to use those tabs.

DASHBOARD

To add to or edit the details, schedule or location of the group, Click on **View Settings** (right of screen):

Details

Click on the **Edit Details** link to make changes to the group name and group description.

- Add any group descriptors you would like
- Be sure to select **Searchable** and click **Save Changes** before moving on

Schedule

Adding Schedule

- Click on **Edit Schedule**
- Using the calendar and clock widgets, select the **Date and Time** the group meets
- Select if meeting **Repeats** (one time, weekly, monthly)
- Select **Day, Week, Month and Interval** selections that match group schedule
- Select when the schedule **Stops Repeating**
- Click Yes, Notify all members if the schedule has changed
- Click Save Changes

Deleting Schedule

- Click on **Edit Schedule**
- Click on **Delete this Schedule**
- Click **Save Changes**

Be mindful that there is a delay in creating a schedule and that schedule appearing in Post attendance. Schedules refresh hourly.

Location

- Click on **Edit Location**
- Make changes to the **Location Name, Description and Address**
- LifeGroups **Meet in Person**
- LifeGroups **Do Not make the location private**. Making the location private will prevent group members from seeing a map to the location.
- Click **Save Changes**

ROSTER



While in the Roster tab, leader and member information is visible including photo, phone, email and social networks depending on the privacy settings the individual allowed for group leaders and group members

Clicking on an individual's name will pull up specific information about that person. As a JH leader; profile, history and attendance information for each member is available and editable. Editable fields include Address, Phone, Photo, etc... Do Not Change fields that you are unsure of. Any change made is real time and changes what all portal users and Infellowship users see.

Send an Email

Leaders and Members of JH Life Groups have permission to email the entire group or select individuals within the group

- Click on **Send an Email**
- Select **Email Recipients**
- Enter **Subject**
- Enter **Text** of email
- Optionally **Attach a File** (512 K maximum)
- Click **Send Email Now**

Download Roster

Leaders only have the ability to download and print a roster in CSV or PDF format. ***It is imperative that this roster is not distributed to anyone nor should a leader give personal information about a group member to anyone. Group members can obtain necessary information by logging in to their group portal.*** Wooddale Church has not gathered written permission from each member to distribute personal information therefore will not do so.

- Click **Download CSV** or **Download PDF**
- **Open** the Document
- **View or Print** (for Leader use only) Roster

ATTENDANCE

Each time a Life Group meets, attendance must be posted by a leader. This allows you to have a record of when people have attended and it enables the LifeGroup Ministry team to see some



simple metrics that help them know how your group is doing—without pestering you with emails and taking up your valuable time.

The meeting you take attendance for may be a Scheduled meeting time or it may be a spontaneous meeting that needs to be added.

In the Attendance Tab

Scheduled Meeting

- Click on **Enter Attendance**
- Select **Scheduled Meeting Date** from the Post Attendance for group meeting on dropdown
 - The group leaders and members roster will appear
- Select the **Checkbox** to the left of each individual that attended
- Click **Save Attendance**

Spontaneous Meeting

- Click on **Enter Attendance**
- Select **Add your new event** from the Post Attendance for group meeting on dropdown
- Using the calendar and clock widgets enter the date and time of the spontaneous event
 - The group leaders and members roster will appear
- Select the **Checkbox** to the left of each individual that attended
- Click **Save Attendance**

PROSPECTIVE MEMBERS

Our system allows for people to join a LifeGroup by applying for one online. When someone applies to be in a LifeGroup, that individual shows up as a “Prospect” in the group’s online profile.



Please be sure to follow up with prospects as quickly as possible.

Handling Prospects

- If your group has a prospect, **a number will appear** to the right of the word "Prospects" in the tab
- Click on the **Prospects** tab and you will see a list of all your prospects
- Click on **the name of a prospect** that you wish to communicate with
 - A prospect page will appear
- Select and use the **type of communication** underneath your prospect
- After sufficient communication and you have determined your prospect should join, click **Allow** in the upper right corner of the prospect page

Before leaving your computer, make sure to **sign out** of the InFellowship Portal