

# ICBC POLICY FOR SMALL GROUPS

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**Rationale:** *Small groups (e.g. home groups, life groups, affinity groups) are a vital part of church life at ICBC. They are primary places of fellowship, discipleship, and mission.*

## **POLICY STATEMENT**

- Each small group must have a leader approved by the Grow Ministry Leader.
- The small group must be open to any Ministry Leader or elder visiting when requested.
- If a small group leader leaves the church, it is expected that they step down from the leadership of the small group.
- Small group leaders should be aware of church policies e.g. baptism.
- If a small group has concerns around an issue in the church, it is expected that they talk to the relevant Ministry Leader or Lead Pastor in the first instance, and then an elder if necessary.
- It is expected that the basic pastoral needs of the small group members will be met by the small group. However, it is expected that the small group leader will communicate serious pastoral issues or other problems within the small group to the Grow Ministry Leader. This would normally only be done with the permission of the person first.
- The small group should not do anything that brings God or the church into disrepute.
- The Grow Ministry Leader has the right to ask a small group leader to stand down from leading a small group if it is not appropriate that they continue to lead. Clear reasons should be given to the small group leader. It may be necessary to refer to the *“Process for standing a person down from small group or team leadership”*.

## **PROCESS FOR STANDING A PERSON DOWN FROM A SMALL GROUP OR TEAM LEADERSHIP**

This process may occur as the result of a single, serious issue, or where a series of issues have been raised over time.

The key principle in the process is that the person is given space to process issues raised, and that they have a support person with them.

1. The Lead Pastor and the ministry leader will meet with the person (and their support person) to discuss the concerns.
2. The person will be given the chance to respond to the concerns.
3. Within a week, after a time of reflection, a second meeting may be held to resolve the issue.
4. After this process, a decision will be made about what action(s) need to be taken, and appropriate disclosure. Factors taken into account will be respect and privacy of the people involved, and the well-being of the church community.