

CHRIST COMMUNITY STUDENT MINISTRIES

LEADER & TEACHER HANDBOOK
CHRIST COMMUNITY CHURCH

Handbook Guide

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**"Don't let anyone look
down on you because you
are young, but set an
example for the believers
in speech, in life, in love, in
faith, and in purity."**

1 Timothy 4:12

A Missional Mindset

Our student ministry is unique in that a large portion of our students are from unchurched families and have little church-life experience! Praise the Lord! They also come from various economic demographics and ethnicities. In addition to all of that, student culture can seem like an entirely different world to us adults. It is so important for us as leaders to have a missional mindset as we seek to develop intentional relationships with middle and high school students. Be a student of their culture, customs, language and technology. Ask them questions – they love to be the teacher! Jesus tells us to make disciples of all nations and peoples, as we go... Let's make disciples of the students in our world.



Disciples First

Before we make disciples, we must first be disciples. There are certain discipleship outcomes, aka **Faith Skills**, that are evident in disciples of Jesus. We will work to help students develop them as we come alongside them, and we will also encourage these in each other. Here are the faith skills we will focus on:

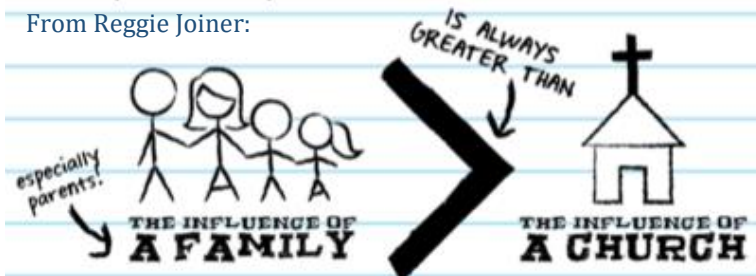
- God's Word
- Memorizing Scripture
- Prayer
- Sharing Your Grace Story
- Stewardship

"Can a blind man lead a blind man? Will they not fall into a pit? A student is not above his teacher, but everyone who has been fully trained will be like his teacher."
- Jesus (Luke 6:39-40)



Partnering with Parents

From Reggie Joiner:



So here's the deal. Going to church is a really important factor in a student's spiritual development. It gives them a place to learn about God, get some tools to grow closer to Him, have some life changing experiences, serve in some tangible ways, and build some essential relationships with Christ-following adults and peers. Church is an important place. But when it comes to a student's spiritual development, it's not the MOST important place.

The truth we cling to is that no matter what, a student's parents (not their church) will always be the biggest influence on their lives in every way – including spiritually. So if the church wants to impact students spiritually, doesn't it make sense for the church to try and partner with the most powerful, influential people in those students lives in order to make that happen?

We use the term PARTNER for a reason. It's because we believe parents and the church need each other. The church needs parents to be actively engaged with their student's spiritual growth because they are ultimately the biggest influencers of their own children. And parents need the local church because their students need to learn about and experience God from a whole community of believers!

Faith Skill #1 – God's Word

2 Tim. 3:16-18

**If you want to know God better,
read His Word!**

Students need to begin the habit of reading God's Word daily. They need to learn how to locate, understand the content of the Bible, & see it as a gift from a friend. Often students simply need a good, readable translation, a plan or place to start, and some basic accountability. Help them understand a concordance. Help them use the maps. Help them see how it all fits together.

Our Teaching Strategy

At CCSM, we believed that we are called to be a family of grace on mission with Jesus bring glory to God. A major part of how we communicate this to students is through relevant, applicable teaching from God's Word every Sunday and Wednesday. On Wednesdays we use a Large Group/Small Group Format. Real ministry happens in relationship. Students do not attend programs because they are cool. They attend because they are known and loved. Below is a sample of our weekly Student Ministry Leader Notes for this year. It includes an overview of the teaching, the verses we'll be using, some small group connection ideas, reminders and a few sample questions to get you started. These notes are for both Sunday morning and Wednesday night leaders and teachers and help us keep in touch throughout all the chaos of Youth Group. These will be emailed to our team on Monday of each week.

COMING UP THIS WEEK IN STUDENT MINISTRIES

WEEK OF: 1/28 - 2/3/2019 WEDNESDAY BIBLE PASSAGE: Romans 8:12-16, 1 Thes. 5:17, Psalms

WEDNESDAY NIGHT #rightnow

The last 2 weeks have been amazing focusing on the fact #rightnow that Lost People Matter to God and He Wants Them Found. Global Impact week provided a great way to see how God is moving around the globe to share the gospel and how we are a part of that! For the next 4 weeks we will focus on the Alliance core value - Prayer is the Primary Work of the people of God. Francis Chan has a great Bible study for students about prayer. Prayer is such an easy thing for our students (and even ourselves) to say they do, but is it a genuine part of their life with Jesus #rightnow. If we believe that it is one of our primary jobs and that it matters - how can we help students understand how important prayer is to their relationship with God. Using the Bible study, Prayer as a guide - we will walk through the (1) Purpose of Prayer, (2) the Practice of Prayer, (3) the Pursuit of Prayer, and (4) the Power of Prayer.

SMALL GROUP IDEAS

Small groups will work together to search through the Psalms to find 3 different types of prayers. Each student will have a handout to write things down. Examples of types of Psalms or prayers are: Cries for help, Praise, Complaint, Commitment/Trust, Love note or praising God for the Glory of creation. We will join back together as a large group to talk about what we discovered.

ANNOUNCEMENTS/TRAINING

- Leaders - make plans for the CCSM Leader meeting on Sunday, 2/10 at 6:00PM in the Youth Room.
- Training Conference Opportunity: The district hosts a conference called Next in Orlando on Saturday, 2/23 for student & children's ministry leaders plus high school students in leadership. Let Whitney know if you are interested in attending.
- Dessert Auction is March 3, 2019 - This is our biggest fundraiser and all hand on deck. We will talk about this at our meeting.

EQUIP: Leaders: Please email me a copy of these forms to the CCSM...

*** If there are more details...*

The 7 Essentials of a CCSM Leader

As a CCSM Leader, there are 7 things you'll need to keep in mind.
Focus on these 7 practical and essential things and you'll do great!!

1 - It's a journey. Your role in your student's lives can best be described as a marathon, not a sprint. It takes time to develop relationships, trust, and influence with students. It doesn't happen automatically or because you have the title "CCSM Leader." It requires an investment of your time, love and effort. That's why most of our small group leaders spend multiple years with their students – your relationships become stronger the more time you have together, resulting in valuable influence in their lives for years to come.

2 - Facilitate Conversations. The primary role of a small group leader is to develop relationships (*with you and the other students*) – not to teach. Sure, there are moments when you'll need to teach, but you are primarily a facilitator of conversations. Learn how to ask great questions and challenge them to think and you'll have a rockin' small group. So let your students do the talking in small group time. Instead of TELLING them truth or how to apply the message, ask them the kind of questions that allow them to discover truth and practical application for themselves. Students want to be listened to and understood – in small group time, let them do the talking. You do the listening and facilitating.

3 - Focus on Faith Skills. Spending time daily with God, telling others about Him, and giving back to God through service. That's why you're so important to your student's spiritual growth. We need you to help your students learn and practice the five faith skills because what happens in their everyday lives and in their homes is way more important than what happens at church. While you aren't responsible for the spiritual growth of your students (*the student & their parents are*), you can still significantly help your students develop the faith skills that will change your student's relationship with God forever.

4 - Build Relationships. 30 minutes (*if that*) a week in small groups is not enough time to build relationships of significant influence with your students. Not even close. In order to develop relationships, you'll need to invest some time and effort outside of Wednesday nights. To maximize your effectiveness as a leader, we highly encourage you to: Connect with students and/or parents once a week, Run a couple of hangout times once a year (a movie, a party, football in the park, etc.) and do what you can to be present and involved in the "landmark days" or experiences in their lives (birthdays, graduations, big games, baptisms, etc.)

5 - Partner with Parents. Always remember that parents are not only the greatest influence in a child's life naturally, but they are also the biblical authority in that

child's life. No matter what we think of your student's parents, it is your job to encourage the relationship between students and their parents. And remember that, even though you play a big part, you're their parents. So in everything you do with your students, keep their parents involved and informed. Build relationships with them. Make sure they know who you are, why you want to invest in their kid's lives, and what your motives are. Enlist and invite their help when planning small group hang out times. Get their feedback on what you can do to help their family. If you fail to build strong bonds with parents, you will limit your ability to influence and invest in their children. We're committed to helping you and resourcing you to build those relationships with parents this year, so don't worry. We're working super hard to make sure we've got some special events and tools ready to make meeting and connecting with parents as easy as we can possibly make it for you.

6 - Stay in Bounds. Small group leaders have a very special and unique role in the Body of Christ. You are not a warm body filling a need – you're doing very serious and critical ministry! So in a role that requires you to get pretty involved in student's lives, it's absolutely essential for you to practice healthy boundaries, for the safety of both you and your students. Always maintain appropriate boundaries physically, emotionally, and relationally. If you have any questions about what may or may not be appropriate, just let us know. We'll help you navigate through those scenarios. **And in the meantime, check out page 10 for some specifics on safety and boundaries.**

7 - Fill up first. This is probably the most important of the 7 essentials. As a small group leader, you must be in a growing, dynamic relationship with Christ. We don't expect you to be perfect have it all together or not ever have dry times, but in order to pour into student's lives, you must first allow Jesus to fill you up. Remember those 5 faith skills we're looking at this year? Well, they apply to more us than students. If you need an easy way to gauge how well you're doing spiritually, the five faith skills are a great place to start.

While 7 things may seem like a lot, we just wanted to clarify what a "win" looks like. When you are full and living close with Jesus, students **win**. When parents know you and see you supporting them, students **win**. When we build healthy, strong, intentional relationships that have appropriate boundaries, students **win**. When we guide them in faith-building skills that will last a time and do it with the mindset that loving students is a journey and not a sprint, students **win**. Imagine what lies ahead this year....

The Differences of Volunteer vs. Called

1 Timothy 1:12, 1 Chronicles 15:16-29 & Colossians 4:17

A **volunteer** looks at ministry as another commitment they have been obligated to fulfill

A **volunteer** looks at any constructive criticism with resentment and bitterness

A **volunteer** puts in the minimum effort

A **volunteer** sits back and complains about this and that bothering him

A **volunteer** feels threatened by the gifts and abilities of others

A **volunteer** does no outside study or preparation (after all, they are just a volunteer)

A **volunteer** wants to quit at the first sign of adversity or discouragement

A **volunteer** is blind to the needs of their ministry

A **volunteer** is more prone to jealousy of others

A **volunteer** shrinks back from resolving relational conflict

A **volunteer's** main source of fulfillment is their gifts and abilities

A **volunteer** can't handle being put into situation where they are going to be "stretched"

Those **called** by God, look at ministry as another opportunity to be used by Him.

Those **called** by God are grateful for feed-back because they want to be the best they can be.

Those **called** by God put in maximum effort.

Those **called** by God take personal responsibility to help improve the things that need improvement.

Those **called** by God feel secure in God's direction for their life.

Those **called** by God come to ministry as prepared as possible.

Those **called** of God dig in and persevere.

Those **called** by God pray over the needs of their ministry.

Those **called** by God praise Him for distributing spiritual abilities.

Those **called** by God seek to resolve all relational conflict to preserve the unity of the team with which they serve.

Those **called** by God know that being used by Him is the most fulfilling thing you can do with your life.

Those **called** by God responds to His call with humble dependence on Him.

Faith Skill #2 – Memorize Scripture

Psalms 119:105

If you want to know God better, memorize and apply His Word!

Students need to begin to identify God's voice when He speaks to them through His Word. They also need to be able to memorize and apply those portions of Scripture in particular. Have a student struggling with anger? Why not help them memorize Psalm 4:4 or Proverbs 17:19? Are they struggling with foul language? Have them write Ephesians 4:29 or Colossians 4:6 out on an index card and tape it up in their bathroom. Memorizing God's word and applying biblical truth will serve them for a lifetime!

The Definition of a CCSM Leader

Our teachers and small group leaders are the very heart of what we do in Student Ministry. They serve as “another voice” in the lives of students.... voices of love, encouragement, wisdom, and support. Think of our student ministry leaders as lifeguards. At the beach, Lifeguards guard the lives of everyone in the water. They don’t do this by keeping everyone out of the water, but by helping to stand guard against the dangers of the ocean (Rip tides, sharks, drowning etc.). Likewise, as Student Ministry Leaders (Lifeguards) we are to help stand guard in the lives of every student against the dangers of life (Spiritually, relationally physically and emotionally). Because Lifeguards stand in the gap for our students they are our most powerful tools in our attempts to partner with parents because they are the people doing the majority of the hands-on partnering. Their voices echo the hearts of their student’s parents. Their voices are committed to helping their students engage Jesus Christ in real ways and engage the story God wants to tell through their full surrendered life.

The Qualifications:

Christ: Have placed their trust in Him and are striving for an authentic, passionate life that reflects this intimate relationship with Him.

CCC: A member or regular attendee.

Growth: involved in relationships and groups of believers where you are being fed.

Standards: Be committed to biblical standards (*see code of conduct page for more info*).

Youth: Have a passion for students and a passion to see growth in their lives.

Committed: To being consistent in their lives for the long haul and as long as God leads you to.

Other Passions and Skills:

Aim to model Christ knowing our lives are witnessing to others.

Able to establish trust and confidence through long term relationships.

Able to spiritually nurture students by **relating at their level**.

Caring, honesty and listening.

Prayer - Pray weekly for the students in your small group.

One-year term - Commit to serving for the current ministry year.

Training - Attend regular Lifeguard gatherings.

The Expectations for Sunday Morning Teachers:

Attend CCC every Sunday morning.

Prep Time - Minimum of 30 minutes per week studying and praying over weekly small group material.

Youth Group Events - Attend youth events with your small group where appropriate (*Conferences, Fall Retreats, etc.*)

Student Connections – Weekly through texts, emails, phone calls, FB, postcards, or any way you can think of really.

Be Available – And willing to walk through the difficult issues of life with your students.

Be a Teacher – Your small group is a class and you are a teacher. Lead them and equip them to own the knowledge.

The Expectations for Wednesday Night:

Attend CCSM every Wednesday night.

Prep Time - Minimum of 30 minutes per week studying and praying over weekly small group material.

Youth Group Events - Attend youth events with your small group where appropriate (*Conferences, Fall Retreats, etc.*)

Student Connections – Weekly through texts, emails, phone calls, FB, postcards, or any way you can think of really.

Be Available – And willing to walk through the difficult issues of life with your students.

Be a Facilitator – Your small group is a time for discussion and life application. Help them explore ways to live out what they are learning and be a master at asking great questions.

The benefits:

An insane amount of fun!

A powerful opportunity to invest in the next generation and their families all while changing your walk with Christ personally, forever. Lifelong influence and relationships with your students and families.

Faith Skill #3 – Prayer

Philippians 4:6-7

If you want to know God better, talk to Him!

Students should be developing the habit of spending daily time with God in prayer, and know what a healthy prayer life looks like, both public and private.

Gather prayer requests as a group and help them learn how to pray out loud together. Challenge them to be praying for each other at home. Paint the picture that God desires to hear from them at home, school, work and with friends!

Other areas to serve in Student Ministry

We've talked about CCSM lead positions for Sunday mornings and Wednesday nights, but serving with a small group of students isn't for everyone. Maybe you don't have the time, patience or you have a different set of gifts, skills and/or passions. If that is true for you, we've got some options for you...

Transportation- We have a lot of students from all over Lee County. There are at least 12 different schools represented in our student population currently. We always can use extra drivers and vehicles to help get students to and from youth group.

Greeting & Registration Team- As we grow, this will continue to become more and more important! They are the first impression for students and parents on Wednesday nights. They welcome students, help new students get registered, help them meet small group leaders and get to "High Five" everyone! They also help parents meet Small Group Leaders and explain what we do here at CCSM. Don't underestimate the value here... it is crucial!

Childcare Team- We have several leaders who serve in limited capacities because they have small children. We want to be able to accommodate families and parents who want to serve, but Wednesday Night group times are not conducive to the temperaments and needs of little kiddos. Why not serve the ministry by loving on little ones?

Tech Team- Every week we are using various forms of technology, from lights, video, sound to x-boxes, dvd players and speakers. There is a lot going on and it can seem more complicated than it is, but if you can use a computer to read e-mail, listen to music or type a document you can run this stuff! We even train you... how sweet is that?

Snack Shack Team- This team would run the snack bar area. As we grow this will need to be a staffed place to make sure students take a fair amount. It also allows students one more interaction with a smiling person who loves Jesus and loves students. This team takes care of ordering snacks, picking them up, stocking the shelves, setting and cleaning up at the end of the night. We can even recruit students to help with this team!

Worship Team- This is an area we've wanted to get started for years now, but we haven't had the staff to do so. We are working hard to change this and we are hoping you may be part of the solution God is using to change this. Whether you sing, play an instrument, sign or love hands on worship, we'd love to have you lead students in worshipping our Creator and King.

Photo & Video Team- Got a camera or a phone with a good camera? Why not come by and take photos on a Sunday morning, Wednesday night or at a Student Ministry event? We are looking for people who love to catch students and staff in action. This might not be a weekly commitment but it is a huge piece of remembering the amazing things God is doing. Do a photo shoot with a small group, video tape them serving in our community or even get footage of the crazy games we play! Take a snapshot of staff hanging out with students or of parents dropping off their kids. We use these photos and videos on our website, our communications and in our slideshows to tell others about what God is doing at CCSM!

Faith Skill #4 – Sharing Your Grace Story

1 Peter 3:15

If you want to know God better, tell other people about Him!

Students should feel comfortable engaging in spiritual conversations with others, and be able to verbalize the story of what God has done in their lives. Inviting friends to church is important, but that is not sharing their story. We want to help them see that God wants to, and does, use people just like them to reach others for Christ. This simply is helping them tell the story clearly of how and when God captured their heart... And what it has meant to them each and every day since.

Administrative Tasks- Part of every ministry evening is all the background stuff no one really knows about or sees... like paper work, printing, sending and emailing postcards and all of that fun stuff. If you are gifted with computers and copy machines and like bookkeeping – there is a place for you to serve in the CCSM office weekly! Attendance reports just can't track themselves – though I really wish they would! This is an area that we always have room for improvement.

Our Discipleship Model

When it comes to forming a plan for discipleship we need to be careful not to reduce this process of shepherding and loving people down to a grocery list of “dos” and “do nots”. A checklist mentality is one of the most dangerous mentalities we can have as disciple-makers. However, a clear plan and definition is a critical piece of any disciple-making ministry.

It is easy to say that we are a disciple-making ministry or that we want to be a disciple-making ministry but only by identifying what a disciple looks like can we move from desire to results. If our definition in our mind is vague how can we expect to develop fully devoted followers of Christ? The more clearly defined we can be as to the qualities, knowledge, skills, attitudes and relationships of a disciple the more honed and effective our teaching strategies and programs will be. Let's talk...and walk through this together.



Three Important Elements

Students may attend an outreach but none will stay without a relationship. They long for a place where they matter; where they count. Students need caring, adult friends who will model, love, encourage and listen to them. Likewise, content is essential in the life of a student. Our teaching times must be firmly rooted and grounded in God's Word. But this is not simply head knowledge. Our lives teach as well. In the midst of our relationships, we teach.... whether we know it or like it. We must teach God's Word with excellence, creativity, and passion all while being a visible application of it. Finally, defining moments in a student's life often times takes place at an event. Bible camps have known this for years. A student, when removed from their normal, everyday environment, seems to be able to clear distractions and, with a purposeful event, focus on their relationship with Christ. – *“Trust steadily in God, hope unswervingly, love extravagantly.”* – 1 Corinthians 13:13



Creative Ways to Connect with Families



Idea #1- Throw a simple party! Do a nerf war night and invite a dad or two to referee or jump in and play. Do a movie night and ask a mom or two to bring snacks. Bake cookies together and take them to another leader's house or to another student's house. Host a BBQ at the church or your home and invite your student's families to join.



Idea #2- Spend some time on their turf!

Students have all sorts of things going on... and so do we. It is impossible, nor is it needed, for us to attend all their events. The idea is to identify the occasions and experiences that are the "big moments" of their world. When is the baptism? The big game against the rival team? Their graduation? How about the school play? Showing up to an event that personally matters to them and their parents is key to developing influences with parents and your students.



Faith Skill #5 – Stewardship of Life

Romans 12:1

God has called his kids to steward

Students should understand that worship is more than just singing a few songs on a Sunday morning or Wednesday night. Worship has much more to do with the daily habit of love and service to God. We spent all of last year challenging our students to live in obedience to Christ #rightnow in their community & city. It can be daunting to take a stand for Christ in your hometown, but nothing speaks louder than our lives.

Code of Conduct

Small Group Leaders, students are watching you. Because of your position, your words, choices, and relationship with God will be carefully observed and replicated by the students that you influence.

While we don't expect you to be perfect by any means, we do expect you to be striving to make wise decisions and glorify God with your life and choices. We're praying for you to look more like Jesus every day. We've identified a few areas in which anyone who serves in Student Ministries at Christ Community Church must practice the utmost degree of wisdom, discretion and holiness:

Sexual Purity – Leaders must abstain from all forms and degrees of extramarital sex, homosexual activity, pornography and any kind of sexual impurity (1 Cor. 6:18-20).

Alcohol, Drug Use, Etc. – While we don't require adult Leaders to abstain from alcohol & tobacco entirely, we do expect them to exercise wisdom and restraint, understanding that our personal freedom in Christ must first be subject to the spiritual growth and well-being of other believers (Titus 1:7, Romans 1:4, 1 Tim. 3:3). No CCSM Leader may consume alcohol or tobacco in the presence of CCSM students. Drug and underage alcohol use is never acceptable.

Online Activity – When online, Leaders must use great caution. They must separate themselves from all questionable photos, language and (Ephesians 4:29, 5:3-4), maintaining an online presence that is above reproach.

Language – As leaders we need to model Christ-like behavior for our students. Our language and the humor we use should be appropriate and honoring to the Lord as we show young people that we can still be funny as Christians. (Phil. 4:8,9)

Attitude – Sometimes we're disqualified from ministry because of what's on the inside and not the outside. All CCSM volunteers will strive to look like Jesus by exhibiting humble, teachable spirits, particularly in the midst of conflict or correction, and must not voice criticisms of the church, the church staff, another volunteer, parent or student in front of an CCSM student.

Your Commitment

Read, Sign & Turn In

My name is _____
and I want to serve in CCSM. I will be faithful to my position in CCSM for the rest of the school year (from now until the end of May) or longer if God leads me to do so. If something crazy comes up and I can't finish out the school year like I planned, I will keep the CCSM staff informed and to give them as much notice as I possibly can, knowing that they'll need to find a replacement for me and that takes time.

I have read through this volunteer handbook and understand everything that I've learned about the mission and strategy of CCSM. I will support the vision and leadership of the CCSM staff.

I've read the code of conduct and I will live by it. If I mess up, I will be honest with the CCSM staff about my actions for the well-being of the students that I am influencing, and will accept whatever consequences the CCSM staff think are reasonable and necessary.

I also understand that, if I do need to be corrected for my actions, the CCSM staff is committed to treating me with love and grace throughout the entire process, but must ultimately act in the best interest of the students and their spiritual growth.

I understand the expectations and requirements for my role as a volunteer, and I promise to work hard to fulfill them.

If I'm having trouble fulfilling any of the expectations or requirements, I will communicate with the CCSM staff to let them know that I'm struggling and to enlist their help, knowing that they're here to support me and help me do my best.

I will be kind, work hard to be like Jesus, and have WAY too much fun this year!

Sign _____

Date _____

Notes:



CCSM LEADERSHIP

We are here to serve you, students, parents, and our community as we reach our city and world with the Gospel Message of Jesus Christ.

Please don't hesitate to contact us with any questions, concerns, or great ideas!



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Student Ministries



Our CCSM Leaders are what make student ministries happen. We would love to have you on our team!