

Introduction to Apprenticeship Development

Community Group Coaches and Leaders:

A primary role that you serve within your neighborhood is assessing and developing potential leaders. The assessment process is designed to help you identify a potential apprentice, get to know them through a series of discussions and provide a growth and development plan so they may be effectively equipped to lead a community group. This process may take a couple of weeks or it could take a few months.

The normal life cycle of a North Church community group includes birth, growth, and reproduction. Rather than creating groups that will grow old and, likely, die as the group becomes overcrowded or as group members move away or enter new life stages, North Church community groups are intentionally open to new members and intentionally reproductive. In this way, reproduction is the highest level of maturity for a community group, and should be planned for from the very beginning of the group.

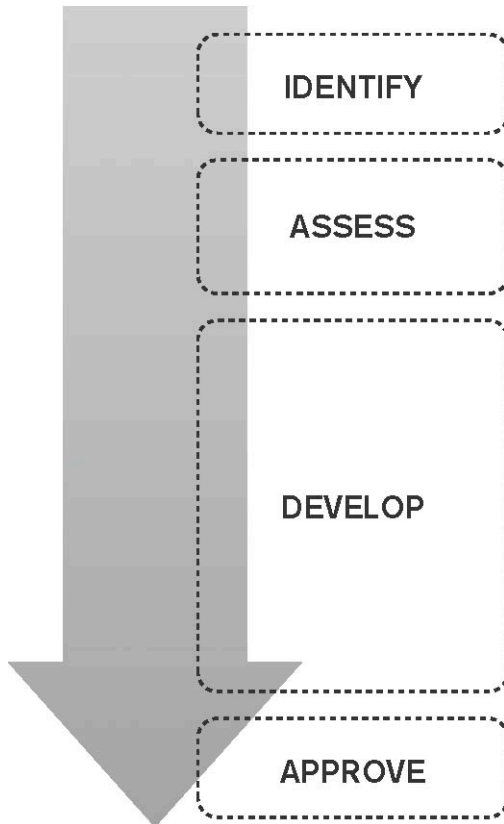
Reproduction happens through a replication process in which an apprentice leader is developed within the group who will then be prepared to plant a new community group, usually with a core group formed from the original group. That new group will then grow, mature, develop an apprentice leader, and replicate again. As this process is repeated, the church grows simultaneously wider and deeper.

The multiplication of community groups increases the capacity for more and more people to experience the transforming power of Jesus, and to be loved and cared for by the church as it grows wider, while also enabling the church to grow deeper in community, as more leaders are developed and more members are equipped to care deeply for each other, serve each other with their gifts, and love and serve those around them who do not know Jesus.

The goal of this guide is to equip community group leaders with the ability to identify, invite, assess, and develop apprentice leaders who will, in time, plant reproductive community groups of their own.

The Leadership Development Process

The four steps to the Leadership Process are:



1. **Identify** your potential apprentice. Set up a time to meet with them for an initial interview.
2. **Assess** your apprentice. From your conversation discern their readiness and areas for growth prior to leading a community group.
3. **Develop** a growth plan for your apprentice based upon your assessment of them. Determine the areas of growth and create a plan for their discipleship including milestones and priorities. Work with their leader to follow through on these development steps.
4. **Approve** your apprentice once they have completed the development plan and they are ready to lead.

STEP 1: IDENTIFY

The first step in identifying a good apprentice is a humble faith that the group is not yours, but God's, and his plans for the group are better than yours. Therefore, from the very beginning, pray that God would give you the ability to discern who in your group he is calling to become a leader.

STEP 2: ASSESS

Before you can truly assess the readiness of an apprentice for leadership, you must know your apprentice well on a personal spiritual level. You should get to know your apprentice well through community group interaction, but you also should intentionally pursue opportunities to deepen your relationship outside of the group.

Schedule a time to meet with your leader and their potential apprentice. Use the provided **Leadership Assessment Questions** to guide your conversation with your apprentice. From your conversation you should be able to complete an assessment of the potential apprentice/leader in the following areas:

AREAS OF ASSESSMENT

- **Character**
- **Biblical Foundation**
- **Gospel Identity**
- **Gospel Worship**
- **Gospel Community**
- **Gospel Mission**
- **Administration**

In each area of assessment you will provide one of the following recommendations towards their ability to move forward:

- **Fully Capable** - applicant is prepared and needs no further development before leading
- **Sufficiently Prepared** - applicant is approved in this area but further development as required, considered as co-requisites
- **Needs Growth** - applicant needs additional growth before being approved for leading with pre-requisites
- **Unprepared** - applicant should not be considered for an apprenticeship at this time

Use the **Training Glossary** to recommend growth opportunities in the “Action Plan” section of the **Leadership Assessment Form**. The goal is to target areas of immaturity with effective training tools that will help the apprentice to grow in competence.

Use **the Leadership Assessment Form** to track your notes and develop a plan. It is recommended that you use your campus’ **CG Leader Process** group on The City to track your assessment notes.

STEP 3: DEVELOP

The development stage may best be described as the apprenticeship. The leader will use the coach's development recommendations to disciple the apprentice so they may be effectively equipped to lead a community group. Use the Training Glossary and the resources on the Community Groups website (www.northchurch.org/training) to help guide your apprentice.

As part of the development process you may determine that your apprentice will need to complete some portions of training prior to beginning their apprenticeship or leading a group, while some items may be fine to have completed while leading. We refer to these as Pre-requisites and Co-requisites. Any items that need to be completed prior to leading are considered pre-requisites. Training/development that may be completed on the job is considered a co-requisite.

When your apprentice has completed a pre-requisite take the opportunity to reassess where they are in the development process. *Remember, this is about making disciples and growing in spiritual maturity, not just completing checklists full of training materials!*

STEP 4: APPROVE

Once your apprentice has completed the recommended development steps and is ready to launch and lead a community group it is almost time to approve them. For final approval all areas of the assessment should be 'Fully Capable' or 'Sufficiently Prepared' in the assessment.

Recommendations

Lastly, you need to receive recommendations from the apprentice's community group and from their spouse (if married). This is to ensure that the apprentice is already leading well in the areas of life that have been entrusted to them. If they are not leading well with what they have been given then they should not be given greater responsibility and authority.

Be sure to approach the community group that the potential apprentice attends (coaches) and ask the group members directly if they would support that person in an apprenticeship. Would they be willing to follow them and their leadership? You may want to pose the question and allow the group members to respond to you at a later time (i.e with some privacy available).

A potential leader should be leading well in their home prior to being entrusted to shepherd a flock. For this reason, it is important to receive honest feedback from their spouse. Are they leading their wife and family well. If the apprentice is a woman, is she shepherding her child(ren) well and respecting and supporting her husband? These conversations may be best asked as one couple to another or through email or phone conversations to avoid inappropriate communication.

FINAL CHECKLIST

- Leadership Assessment Completed**
- Development Completed**
Action items and pre-requisites from the assessment completed.
- Recommendation from Community Group Members**
- Recommendation from Spouse**
- Replication Plan Complete**

Leadership Assessment Questions

Use the following questions to assist your evaluation of the community group leader candidate. Complete the Leadership Assessment Form and provide a list of prerequisites and potential conditional co-requisites. These questions are a baseline. Ask more questions as you feel led (additional questions may be found in the Resources portion of the Guide).

Character

- Are there any unconfessed or habitual sins that you need to repent of?
- Do you have a history of using pornography?

Biblical Foundation

- Explain why the Scriptures are true and trustworthy.

Gospel Identity

- What are some common “identities” that you can look for in your group?
- Why is it so important to help people find their identity in Christ?
- How will you shepherd someone toward finding their identity in Jesus?

Gospel Worship

- How is worship an expression of your identity? How are they related?
- What does a lifestyle of worship look like?
- How can you identify idols in your life and lead your group to do the same?
- How will you shepherd someone toward a life of worship of Jesus?

Gospel Community

- How does a community group advance the kingdom of God?
- What would be the result of a community imaging God to one another?
- Why is community an essential aspect of being a disciple?
- How will you shepherd your group to be a place of honest confession and repentance?

Gospel Mission

- What is the mission of North Church and how does your group exemplify that mission?
- Why is it essential that community groups own the mission of the church?
- How can you inspire your group to be outward focused and kingdom minded?
- How does the rhythm of your group need to change to be more missional?

Administration

- Are you gifted administratively? What are your administrative strengths and weaknesses?

Qualifications

- Mature and growing disciple of Jesus, and well grounded in scripture
- Member of North Church
- Committed to the purpose and reflects the values of North Church as outlined in the Member Covenant
- Genuine love for people with demonstrated relational skills, able to encourage

ROLE DESCRIPTION

Shepherd

Care for and protect the flock in your charge leading them toward worship of Jesus and maturity as a disciple of Christ.

Missiologist

Lead the mission with passion to see Jesus glorified in your city by engaging the culture in your context; articulating and leading the vision.

Administrator

Organize and plan so that we can accomplish the mission.

- Humble demeanor and teachable spirit; consistent and reliable
- Good verbal skills and possesses the ability to communicate in such a way that is clear and understandable with warmth and graciousness
- Solid reputation (above reproach) inside and outside the church meeting the requirements of 1 Timothy 3
- Willing to be judged with greater strictness as a leader in the church (James 3:1)
- Ability to lead 8-16 people

Additionally, coaching is a deacon role at North Church and therefore the qualifications of a **deacon** from Acts 6:1-7 and 1 Timothy 3:8-13 apply:

- Worthy of respect
- Sincere
- Not indulging in much wine (self-controlled and without addictions)
- Not pursuing dishonest gain
- Keeping hold of the truths of faith with a clear conscience
- Tested and affirmed

Once you have identified a potential apprentice you should have them invited to the **CG Leader Process** on The City (each campus should have their own leader process group specific to that campus). This process will give you the ability to track your assessment notes and build a replication plan.

Leadership Assessment Form *Prerequisites may not be available at this time

Fully Capable Sufficiently Prepared Needs Growth Unprepared

Character

Action Plan

Biblical Foundation

Action Plan

Gospel Identity

Action Plan

read: *Instruments in the Redeemer's Hands* (pre-req.)

Gospel Worship

Action Plan

Gospel Community

Action Plan

Gospel Mission

Action Plan

read: *Total Church* (pre-req.)

Administration

Action Plan