



LIVE LIFE CONNECTED

TRIBE LEADERS MANUAL

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WHO WE ARE

Leaders,

WELCOME

We are so excited that you have chosen to serve by leading a Tribe. Leading a Tribe is a BIG DEAL! Because of you, we are able to offer diverse opportunities for people to gather together in meaningful community, grow in their faith and relationships and, ultimately, connect with God...and that is a HUGE DEAL!

Our hope is that our Tribes will be outward facing; looking for opportunities to invite and include others that do not attend church. As a Tribe leader, you will be on the frontlines of helping accomplish this, of helping people live out the Great Commission and TVC's mission of Connecting People with God.

In many ways, Tribe leaders truly are the pastors of this church. It is a high bar that we take very seriously as you will play a significant role in helping people along in their spiritual journey. But it also has huge payoffs as you often get a front-row seat to watching God move in people's lives in an amazing way. There is nothing better!

We truly are grateful for you and expectantly anticipating all the amazing things God will do in and through you during this season!

Live Life Connected!

Diedra Fox,
TVC Tribe Team

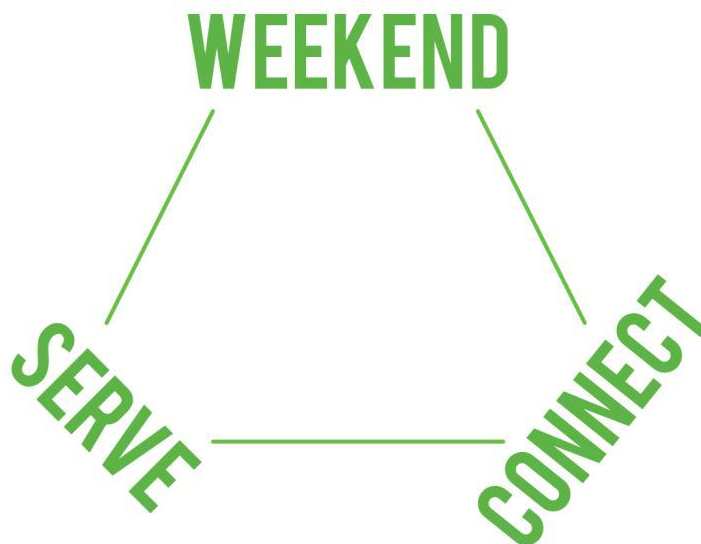
OUR MISSION

CONNECTING PEOPLE WITH GOD

OUR PROCESS

WEEKEND+2

We believe every person's spiritual life will grow stronger as they attend weekend services, get active in a Tribe and make service to God a way of life.



WHY TRIBES?

Simply put, we believe Tribes are the best way to create meaningful community and engage our community in Christ-centered conversations at the same time.

Jesus said to “**Go and make Disciples**’ . We cannot reduce this simply to “bring your friend to church”. It is so much more than that! In today’s society it is far more likely that someone with no church background would accept an invitation to hang out in a group before they would ever consider attending a Sunday morning church service. More than ever we are finding (and many studies confirm) that church is no longer a cultural norm. What that means is, if someone is interested in learning more about Jesus, they are less and less likely to visit church as their first step to finding answers. Therefore, we cannot continue to wait for them to come to us, we must **BE THE CHURCH** and **GO** to them.

We all share a deep, intrinsic desire to belong, to feel accepted and be part of a family. Whether you are a Christian or not, this is something we all have in common. We are created to live in community. So, it only makes sense that the best way to begin having Christ-centered conversations is through relationship and community... TRIBES!

Two words summarize what Tribes at TVC are all about and will keep us focused on our Two Primary Objectives:

MISSIONAL = **MAKING DISCIPLES**

COMMUNITY = **TOGETHER**

Tribes are **MISSIONAL** by constantly looking outward, asking themselves, “How can we invite and include others?” This is at the heart of being a church for unchurched people. Tribes experience **COMMUNITY** by meeting together, going deeper in relationship with one-another and God, while creating a sense of belonging for all members of the Tribe.

Tribes are a way for us to experience deep, meaningful community that is **PURPOSEFULLY CENTERED AROUND** “go and make Disciples.” We believe this approach will create an incredible depth in both meaning and relationships for all the members of the Tribe.

WINS

TVC Tribes WIN when they are missional and create community.

1. MISSIONAL

Intentionality is the key here – we're going to be intentional about being inclusive. Tribes can sometimes feel exclusive, focusing on the members of the Tribe that already go to church. We hope TVC Tribes will purposefully be inclusive. They'll focus and unify around inviting and including people that do not currently attend church.

Keeping a missional focus will likely prove to be the hardest part. We all want to be inclusive and lead others to Jesus, but it is human nature to grow inward over time, losing sight of our original purpose. As a Tribe Leader, you will be the primary champion for keeping your Tribe focused on being missional.

When others **OUTSIDE THE CHURCH**:

- Join your Tribe...it's a win!
- Have CHRIST-CENTERED CONVERSATIONS with you...it's a win!
- Accept your INVITATION to church ... it's a win!

2. COMMUNITY

Community is defined as: "a feeling of fellowship with others, as a result of sharing common attitudes, interests, and goals." This is the heart and soul behind a sense of belonging. TVC Tribes will strive to be real, authentic and transparent... and this must be modeled by the leader.

When **MEMBERS IN YOUR TRIBE**:

- Feel CONNECTED to one-another...it's a win!
- Form genuine AUTHENTIC RELATIONSHIPS... it's a win!
- Have people they know and CARE ABOUT...it's a win!

EXAMPLES

Running Tribe

A group of men meet Saturday morning to go for a 5-mile run together. Then they spend 30 minutes discussing everything from family to sports at a local coffee shop while they grab a drink and some breakfast.

Mom's Playdate Tribe

A group of moms with young kids get together Wednesday mornings for 1 ½ hours at each other's homes. The kids play together while the moms hang out and talk about life.

Couple's Tribe

Five families meet on Tuesday evening at a member's home where everyone eats snacks and catches up in conversation. Then they watch a 15-minute video about the nuances of married life and then spend 45 minutes in discussion around what they just watched.

Book Club Tribe

Every Tuesday night a group meets at a member's home to enjoy appetizers and drinks while discussing the latest book the group has been reading. They also intentionally create time and space for other conversation outside of discussing the book. This usually happens in the kitchen while snacking.

Serving Tribe

This Thursday night group gathers around their passion to serve the homeless in our community. Three times a month they help sort, organize and take inventory of items at the food bank. Then, on the last Thursday of each month, they serve a free, hot meal at dinner time, then spend the rest of the evening sitting and eating with their new friends with whom they have served dinner.

Food Tribe

This Friday group is all about experiencing the various culinary experiences our area has to offer. Each week the group visits a new restaurant in the area, tries new food and has a great time engaging in conversation around the table...everything from what they think of the food, to current events, to faith issues.

Bible Study Tribe

A group of Women get together for the trimester to go through the book of Ruth. They meet every Thursday night for an in-depth study and a time to build friendships.

TYPICAL QUESTIONS

Below are several questions that tend to come up as we discuss the uniqueness of Tribes at TVC.

Bible Studies

Q: Can my Tribe be a Bible study?

A: Absolutely! As with any Tribe our two main questions to ask are: "Is my Bible Study Missional" and "How is it building Community?" If your Bible study accomplishes those primary objectives, that is the goal!

Ministries

Q: Will we have ministries such as Women's, Young Adults, Singles, Recovery, etc.?

A: Yes! These ministries will all be Tribe based. In fact, we have many Tribes that fit in this category that we call Support Tribes. If any of these are a passion of yours, we fully encourage you to lead a Tribe.

Knowledge of the Bible

Q: How do I go deep into Scripture?

A: There are many ways to grow in your knowledge of the Bible. Sunday Services are designed for us to grow together in our relationship with God and our knowledge of the Bible. You can also visit www.tvctribes.com/personaldevelopment to learn about some great tools for growth. One of the best ways to grow in this area is committing to reading the Bible every day.

Depth in Relationships

Q: How do I form deep relationships?

A: If you are intentional about leading a Tribe that is building community and being missional, we think you will experience a significant depth in relationships.

Alcohol

Q: Is it ok to meet at a bar, brewery, or winery? Is it ok to have beer and wine in my Tribe?

A: Yes, to both. Drinking is not a sin, but clearly drinking in excess is not part of God's plan. We would only ask that you be sensitive to others around you and drink responsibly. Remember, these Tribes are missional in nature. Meeting at a bar or winery would likely be normal and comfortable for someone who does not attend church. Meeting people on common ground is a key part of living missionally... but so is setting a good example. If alcohol bothers you for any reason, please know that you do not have to participate in these Tribes if you do not want.

MISSIONAL

MISSIONAL LIVING

“In order to reach people no one else is reaching,
we have to do things no one else is doing.”

-Craig Groeschel

There is a big difference between an ulterior motive and an **ULTIMATE** motive. People can sniff out ulterior motives from a mile away. If someone feels like they are your project, they'll turn and run in the other direction... and fast. Missional Living is a long play. It's relational by nature... and relationships take time. It is taking a genuine interest in and caring for others.

Yes, ultimately, as Christ followers, we want to tell people about Jesus and spend eternity in Heaven with them. But be patient, take a general interest in the lives of others, and pray along the way. Let God do His work in His timing.

Sometimes we wonder if we have what it takes to live missionally, if we know enough, if we know how to share our faith. But don't overthink it! Living missionally is as simple as this... **JUST BE NORMAL!** Treat others like people... **NOT** projects.

Here is a **PRACTICAL APPROACH** to living missionally:

1. Engage on common ground
2. Invest in their well-being
3. Have Christ-centered conversations

PRACTICAL APPROACH

1. Engage on COMMON GROUND

This means looking for things you have in common: hobbies, work, neighborhoods, yard work, sports, pets, etc. Anything to get a conversation started and establish common ground. The key here: Just be **NORMAL!**

EXAMPLE #1: You notice you and your neighbor both have dogs. Next time you see them out walking their dog, strike up a conversation and suggest that maybe some time you go walk the dogs together.

EXAMPLE #2: You love the Lions. One day while picking your kids up from school you notice that their friends' parents are wearing Lions jerseys. Invite them over to your place to watch the game and eat lunch together.

2. Invest in their WELL-BEING

As the friendship develops and you get to know each other better, you can begin to listen for and identify potential wants and/or needs in their life...and then try to meet them. As you feel appropriate, you can ask caring questions about these things and offer help, support, and prayer.

EXAMPLE #1: You have an elderly neighbor who takes great pride in a well-kept yard. However lately, she's having a tough time mowing the lawn. Offer to help by mowing her lawn yourself, rallying a few neighbors to pitch in and help, or pay to have a yard service company come in every couple of weeks during the summer.

EXAMPLE #2: You've been getting to know a co-worker over the last few months, and through the course of conversation, you pick up that he's having a tough time in his marriage. You take a genuine interest by asking some questions, relate to how he feels by sharing some of your own experiences, and offer up some resources that were helpful to you on your journey.

3. Have Christ-centered CONVERSATIONS

As you invest in the well-being of others and have begun to earn their respect and trust, there will become times that are appropriate to have Christ-centered conversations. Sometimes these moments present themselves quickly (early on in the relationship), other times, it takes quite a while. Just be prayerful, expectant and ready; God wants you to have these conversations more than you do...He will open the door!

The two **BEST TIMES** to have these conversations:

1. **When they ASK**
2. **When they are in PAIN**

EXAMPLE #1: Your neighbor calls and tells you her husband just left her. She's surprised, devastated and feels alone. You provide a listening ear and ask if she'd like you to come over to provide a shoulder to cry on. As you comfort and console her you can simply ask, "Can I pray for you?"

EXAMPLE #2: A relative of yours approaches you and says, "You know I don't buy into that whole Jesus thing, but I know you do, and over the last couple years, I've just noticed that there's something different about you. You have a peace about you that none of my other friends have. You just have this kind look in your eyes. Where does that come from?"

First of all, what an amazing compliment and second, what an incredible opportunity. This is a wide-open door to share what Jesus means to you personally. Focusing on telling YOUR PERSONAL STORY is key here. Again, just being normal, begin to share your journey of faith, why you decided to follow Jesus in the first place, and how He's changed (and continues to change) your life.

RESOURCES

GOSPEL ON A NAPKIN – "THE BRIDGE"

<https://vimeo.com/69200922>

3 CIRCLES

<https://www.youtube.com/watch?v=V7mURm-8cOI>

SHARING YOUR FAITH 101 – BILLY GRAHAM ASSOCIATION

<https://billygraham.org/story/sharing-your-faith-101>

COMMUNITY

ENVIRONMENT

Creating a Welcoming Environment

When people sign up for a Tribe, they are hoping to find a comfortable place to have a meaningful conversation and build relationships. As the leader, it helps to know the key elements that create a **relational environment**.



Winning Venue

A coffee shop, the great outdoors, a home... relationships can develop almost anywhere, so don't feel limited to a specific venue. We are all about being less churchy and more real life.



Group Size

Too many people means not everyone can participate in discussion; too few people feels awkward. A healthy Connection Tribe generally has between 7 and 14 adults. We've found a healthy Connection Tribe roster is 10-20 people, especially since not everyone is able to make group every week. Expect 80% of your Tribe at each gathering.

IMPORTANT: Allow room for new people!

In order for your Tribe to be MISSIONAL you'll need to allow room for new people outside the church accepting your invitation.

What happens if we get too big? (See page 19)

Kids

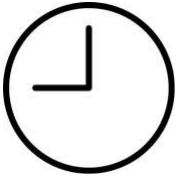


“Children Are Welcome” Tribes are in high demand; however, you are not required to lead a Tribe where kids are part of the equation. Here are a couple ways to handle childcare:

1. Everyone pitches in a little money to hire a screened babysitter.
2. You have a group while watching kids at the same time (this can be a challenge).

*Child safety is key! Please refer to our child safety practices for Tribes meeting with childcare.

Honor People’s Time



If you say the meeting starts at 7:00pm, then start at 7:00pm. If you say it ends at 8:30pm, then end at 8:30pm. Honor everyone’s commitment by building consistency into the agenda early on. Predictability breeds trust.



Food

Snacks are great. Avoid being formal, simple is the key. Invite others to share in the responsibility of providing refreshments. Some Tribes use a “Snack Signup Sheet.”

3 KEYS TO COMMUNITY

“It’s far better to eat Twinkies with good friends than to eat broccoli all alone!”

Tribes are far from perfect, they are composed of messed-up, broken people just like you and me. But they work because the people in these Tribes intentionally encourage one another to grow in their relationships with God, each other, and the world around them. While there are many experiences that contribute to biblical community, three emerge from the description found in Acts 2:42-47 and provide the basis for what guides our Tribes at TVC.

They committed themselves to the teaching of the apostles, the life together, the common meal, and the prayers. Everyone around was in awe—all those wonders and signs done through the apostles! And all the believers lived in a wonderful harmony, holding everything in common. They sold whatever they owned and pooled their resources so that each person’s need was met. They followed a daily discipline of worship in the Temple followed by meals at home, every meal a celebration, exuberant and joyful, as they praised God. People in general liked what they saw. Every day their number grew as God added those who were saved.

Acts 2:42-47 (Message Paraphrase)

Celebrate

Tribes need to be centers of celebration. We can celebrate the simplest of blessings, like a job or a birthday. We can also celebrate the more significant “wins” in life, like a renewal of wedding vows or the adoption of a child.

Connect

Another important piece that characterizes the kind of community people long for is connection. The first church community was tightly connected to one another and to God. Experiencing connectedness takes time and a deepening of relationships. Connecting provides the gateway to deepen and grow us relationally and spiritually.

Contribute

The final piece that characterizes a healthy community of Tribes is contribution (serving). Within the context of a Tribe, contributing most often occurs when the Tribe members serve one another. Contributing is also something that occurs outside the Tribe as the Tribe serves the local community. We find that Tribes who come together without an external serving focus often fail to experience the same depth of community as do the Tribes who seek out opportunities to contribute to a particular cause and work together. We ask all Tribes to participate in serving with our 3 big serving events at TVC; the Blitz, Days of Caring, and Christmas. The amount of emphasis that is given to these three experiences will vary depending on the type of group and season of that Tribes life or development.

DISCUSSION

Below are some great **GROUND RULES** for discussion. The most fruitful part of your Tribe's gathering will be discussion time since it builds community. Using these guidelines will help you maximize this time, while ensuring people feel respected. Make these ground rules known among your Tribe members so everyone knows what is expected of them and what they can expect of others.

Confidentiality

Set this stage right from the beginning. Let your Tribe know "**what is said here stays here.**" If you are concerned about potentially dangerous information being shared in your group, please talk with your community leader.

Transparency

Share from your heart – let down your walls so others can know you. Vulnerability breeds vulnerability. This isn't just struggles and fears, but the positives too – hopes and dreams. At the same time, understand that it's easier for some people to be more transparent than others.

Listening

Value one another during the discussion by really listening to what is being shared. Don't have side conversations, be considerate to who's speaking and be aware of how much you are talking – give everyone a chance to share. When someone is sharing something deeply personal or painful, there is a tendency to make them feel better about themselves or the situation. Often this causes people to stop sharing and results in them not going as deep as they might have gone. **Resist the temptation to rescue people**, it may sound harsh, but this is part of the healing process if that is what's needed.

No Fixing

Share your opinions – a difference in opinion is welcome. However, don't try to convince others to your way of thinking. Try to **hear what people are sharing without trying to fix them.** If they want your advice, they'll ask for it. It is okay to ask permission to enter in.

FACILITATING DISCUSSION

Facilitation Discussion is a true art form. Leading great conversations doesn't mean you're the one doing all the talking, it requires learning the role of facilitator. Here are some great tips to help you be the best facilitator possible.

Guide, Don't Preach

The goal is less about the teaching and more about allowing people to process and apply the truths of the Bible to their lives. Channel your passion for a topic into great questions to discuss, not into great points to preach.

Be Okay with Silence

If you fear silence, you will always be talking, and that's not the goal. Many times, after a period of silence a golden nugget will come – patience pays off.

Echo Input

If someone gives a long-winded or unclear response to a question, repeat it back for clarity. This shows you are listening and helps keep the attention of the Tribe.

You Don't Have to Know All the Answers

You are not expected to be the Bible Answer man/woman or a personal counselor to your Tribe members. Be a friend and a guide, but if problems arise outside your expertise, talk to someone – campus pastor or community leader.

Don't Make Assumptions

Don't assume everyone in your Tribe believes in God, Jesus, the Holy Spirit or the Bible – make room for questions and doubts.

Handling Tangents

Tangents are a part of discussions, so do your best to handle them. Listen to what people are saying, watch the time, and try keeping people on task. Someone may need encouragement to finish their story or share it after prayer time. React to tangents positively (don't roll your eyes).

For more tips on handling tangents and tough stuff in your Tribe visit

tvctribes.com/toughstuff

SEMESTERS

EXAMPLE CALENDAR BELOW

September

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
26	27	28	29	30	31	²⁵ / ₁
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
²³ / ₃₀	24	25	26	27	28	29

October

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December

Sun	Mon	Tue	Wed	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Key

Tribe sign up

Tribes in session

FALL

Signups run 3 weeks end of August through Beginning of September

Tribes run mid-September through the end of November (10 weeks)

WINTER

Sign-ups run mid-January through the start of February

Tribes run the Beginning of February through April (8-10 weeks)

TRIBE SIGNUPS

3 Weeks

Length

Each semester has the first **three-four weeks** dedicated solely to getting as many people as possible signed up and plugged into a Tribe. For this part of the semester you will not be leading a Tribe (unless your Tribe is closed and not open for new people to join, or already meeting and open to new members), but you will still be very engaged in relational ministry. Our goal as a team is to make things extremely **simple** for each person who signs up.

On-Ramps

Just like **on-ramps** on a freeway, there are on-ramps we use to help people get signed up and connected to a group: TVC website, Connection Cards, Your Next Step, social media and personal invitation. Each on-ramp leads to the same place... Church Teams (the database for our Tribes).

Church Teams

Church Teams is the online database that houses all the Tribes at TVC. During the signup period people use our website (where church teams is embedded) to find which Tribe they are interested in joining. People are able to search by day, campus and gender mix.

24 Hour Rule

When someone is interested in the Tribe you lead, you will receive an email with the person's name and contact information. The goal is to follow up with them within 24 hours! Give them a call, shoot them an email, friend them on Facebook or even invite them to coffee – relational ministry **starts right away**. You don't have to meet each person, but at the least send an email with any details they need to know for the first gathering (such as where to park, location of your home, what to expect, etc.). The details will help them feel prepared for what can be a nerve-racking experience. [P]
[SEP]

TRIBES IN SESSION

10-12 WEEKS

For 10-12 weeks each semester, Tribes are in session and regular gatherings are taking place. Our goal as a team during this part of the semester is to focus on the wins.

Meet Regularly

Let's define "regularly". Your Tribe should gather at least six times during a semester (unless you are meeting year around or doing something else). We understand meeting every week, although ideal, is not always realistic. Two gatherings should be extremely relationally focused, such as a potluck with games or a serving opportunity with a meal together afterwards. We suggest having one in the middle of the semester and the other as the very last gathering. The other five or so should follow the flow of a typical gathering.

Be prepared

This is more than just the Boy Scout motto... as the leader you should be prepared for each gathering. If there is a specific chapter in a book that will be discussed, then make sure you've read it. Not only you, but your entire Tribe will enjoy gatherings a lot more when things are prepared.

Short Term vs. Long Term

The semester system allows for natural life cycle of a Tribe. Some Tribes will only last one semester whereas others will continue year after year (we know of Tribes that are in their 10th year together).

Open vs Closed

During the signup period, Tribes are open. At the conclusion of the signup period, Tribes have the option to close. If you "close" your Tribe there will not be an influx of new people into your Tribe. It takes time to build environments where trust is formed among Tribe members. Some Tribes have opted to have a culture of remaining open at all times, and as long as the entire Tribe is aware of this value, then it's totally OK. Some Tribes stay closed during signups and continue meeting because they're already full; that's OK too.

Splitting Tribes vs Multiplying Leaders

We don't split Tribes, we **multiply leaders**. Conventional wisdom says the best way to increase the number of Tribes is to split existing Tribes. With the semester-based system and the practice of leaders reproducing themselves, Tribes multiply naturally by reproducing leaders who in turn launch new Tribes.

Taking Attendance

After each gathering, you'll receive an email asking you to enter your Tribe's attendance in Church Teams. The process takes 1 minute! Attendance gives insight to TVC and helps us reach our goals of connecting people with God.

Over-Communicate Off-Ramps

Just like on-ramps get people into Tribes, we need people to know there are off-ramps too. As the leader, please over-communicate to your Tribe members that they do not have to sign up for the same Tribe in the following semester. Not every Tribe is for every person and as leaders we need to be okay when someone decides to join another Tribe (trust me, it will happen). Our semester-based model hinges upon leaders communicating off-ramps to their Tribe members!

Share a Story

We measure the success of Tribes not by numbers, but by stories!

We love stories! Don't wait until the end of your Tribe to share them. Have a story to share? Share it on our Facebook page, with your community leader and with other leaders! It doesn't need to be long; it simply needs to be true – maybe someone received Christ, your group had a great time running a 5K together, or your Tribe visited a fellow member in the hospital. Feel free to have your Tribe members do this too. These stories can be used to encourage everyone at TVC.

LEADERSHIP

DEVELOPMENT

Developing as a leader never stops, and the investment you'll receive from us reflects this reality.

Training

All leaders will have the opportunity to engage in a Tribe Leader Event. You won't want to miss this great time of food and laughter! Not only is this a time to learn new information and be reminded of principles you already know, but it allows our team to build community.

Leader Emails

Each week you'll receive a leader email with encouragement, updated serving opportunities with reminders on important upcoming dates, and weekly Tribe questions that can be used in your Tribe. These emails are a great way to keep all of us on the same page.

Reproduce Yourself

You are the church's growth engine for new leaders, and leadership is a huge limiting factor in any ministry. Begin reproducing yourself using these four easy steps:

1. **I do**, and you **watch**.
2. **I do**, and you **help**.
3. You **do**, and I **help**.
4. You **do**, and I **applaud**.

TVC is all about leadership development and has a plan to help you have an apprentice under you in your Tribe. In this apprenticeship you are provided with materials and resources for personal growth. If you are interested in this, speak with your Community Leader or Campus Pastor.

EXPECTATIONS

Tribe Meetings

Varies from 6-12 Meetings

1-2 Hours

Leadership Development

Training, time with community leader, weekly emails

0.5 Hours

24 Hour Rule

Follow up with people interested in your Tribe

As Needed

Take Attendance

Record group attendance in Church Teams

1 Minute

Attend Weekend Service

If you are unable to attend, download the podcast or check out church online

at Least 50% of the Time

Total Investment

Roughly 1.5-2.5 Hours per Week

NOTES

