

Grace Christian Church Buderim

Bible Study Leader Role Description



Nature of the Role

The Bible Study Leader serves under the authority and oversight of Session to facilitate the faithful study and application of God's Word in accordance with Holy Scripture and the Reformed faith. The leader seeks to encourage spiritual growth, Christian fellowship, discipleship, and mutual encouragement within the Bible Study Group by creating an environment where participants are encouraged to learn, discuss, pray, and apply biblical truth. We hold to the complementarian view of scriptural teaching. Spiritual leadership, authority, and teaching in the presence of mixed-gender adult gatherings are reserved for qualified men. Mixed-adult small groups are led by a man or a married couple where the man takes the primary teaching lead. Women are strongly encouraged to lead, teach, and discipline other women or children.

Purpose of Role

- Faithfully teach and apply God's Word in a manner consistent with scripture and the doctrinal standards of the Church.
- Encourage members to grow in their knowledge of Christ, love for one another, and obedience to God's Word.
- Model a Christ-like life through speech, conduct, humility, integrity and service.
- Promote faithful biblical interpretation and application in accordance with the Reformed tradition.
- Foster an environment of prayer, encouragement, mutual care and Christian fellowship.
- Support and encourage each member in their spiritual growth and discipleship.

Key Responsibilities

Biblical Leadership

The Bible Study Leader shall:

- Prepare thoroughly for each Bible study.
- Lead studies that are faithful to Scripture and consistent with the teaching of the Church.
- Encourage careful biblical observation, interpretation and application.
- Keep discussions centred on the passage being studied.
- Gently redirect discussion that becomes unhelpful, divisive or inconsistent with biblical truth.
- Recognise the limits of the role and seek assistance from Session where appropriate.

Group Facilitation

The Bible Study Leader shall:

- Facilitate thoughtful and respectful discussion.
- Encourage participation by all group members while respecting differing personalities and levels of confidence.
- Foster an atmosphere of trust, grace, confidentiality and mutual respect.
- Ensure discussions remain welcoming, constructive and spiritually beneficial.
- Demonstrate empathy, patience and encouragement towards all participants.

Pastoral Care

The Bible Study Leader shall:

- Pray regularly for members of the group.
- Encourage members in their walk with Christ.
- Offer biblical encouragement and gentle correction where appropriate.
- Maintain appropriate pastoral and relational boundaries.
- Refer significant pastoral concerns to the Teaching Elder or Session.
- Respond appropriately to disclosures of abuse, harm or other concerns in accordance with Church policies and legislative requirements.

Administration

The Bible Study Leader shall:

- Coordinate meeting times and locations.
- Use Bible study material approved by, or consistent with the direction of, Session.
- Consult with group members regarding practical arrangements where appropriate.
- Communicate with the overseeing Elders regarding the progress and needs of the group.

Leadership Principles

Bible Study Leaders are expected to:

- Lead by example rather than by authority.
- Facilitate discussion rather than dominate it.
- Encourage thoughtful participation from all members.
- Allow adequate time for reflection and discussion.
- Listen carefully and respectfully.
- Demonstrate humility by acknowledging when further advice or clarification is required.
- Trust the work of the Holy Spirit in the lives of group members.

Effective Study Management

Bible Study Leaders should:

- Begin and conclude meetings on time.
- Ensure the study remains focused on the biblical passage.
- Manage discussion so that no individual dominates the conversation.
- Allocate time appropriately throughout the study.
- Allow periods of silence to encourage thoughtful reflection.
- Conclude with prayer and appropriate application.

Qualifications

The Bible Study Leader should:

- Be a communicant member in good standing of Grace Christian Church Buderim.
- Demonstrate spiritual maturity and Christian character.
- Be committed to the doctrine, government and ministry of the Church.
- Possess sound knowledge of Scripture and the ability to facilitate discussion.
- Demonstrate wisdom, humility, integrity and sound judgement.
- Communicate effectively with people of differing ages and backgrounds.
- Be willing to undertake ongoing learning and leadership development.

Safe Ministry and Compliance

The Bible Study Leader shall:

- Hold and maintain a current Queensland Blue Card.
- Maintain current Safe Ministry training and any other training required by Session.
- Comply with the Church's Code of Conduct, Safe Ministry Policies and all other applicable policies and procedures.
- Perform all duties safely and responsibly.
- Immediately report concerns regarding abuse, harm or misconduct in accordance with Church policies and legislative requirements.
- Record and report incidents, hazards and accidents in accordance with Church procedures.
- Take reasonable care for the safety and wellbeing of themselves and others.

Support and Supervision

The Bible Study Leader will:

- Serve under the oversight of the Teaching Elders and Ruling Elders.
- Meet with the overseeing Elders as required.
- Participate in training, mentoring and development opportunities as requested by Session.

Length of Appointment

Appointment as a Bible Study Leader continues at the discretion of Session and the willingness of the individual to serve.

Accountability

The Bible Study Leader is accountable to Session through the Teaching Elders and Ruling Elders and shall carry out the responsibilities of this role in accordance with the Constitution, policies and doctrinal standards of Grace Christian Church Buderim.

I have read, and agree to abide by, this Role Description.

Name: _____

Signed: _____ Date: ____/____/____