



Children's Ministry - Volunteer Responsibilities/Requirements

Keep this for your records.

General Guidelines:

Your relationship with Christ:

1. Your personal relationship with Christ Jesus should be the highest priority in your life and kept with utmost diligence through CBR, prayer, and fellowship with the church.
2. Faithful attendance at Sunday worship is required.
3. Participation in a Redeemer Community Group is encouraged.
4. Attendance at monthly Vision Dinners is encouraged.
5. You must have regularly attended Church of the Redeemer for six months prior to serving in Children's Ministry.

To Be Equipped:

1. There is an initial policies and procedure training you will need to attend prior to serving.
2. Pray regularly for the children in your class, the parents represented and other members of your teaching team.

To Be an Example:

1. As a minister to children, you have the responsibility of representing Christ in your class. Therefore, we expect that you will live out your example with the highest of Christian conduct.
2. Be committed to this ministry. (Colossians 3:23)

Additional Guidelines:

Know Your Classroom Coordinator:

1. Your classroom coordinator is here to serve you. Take advantage of her experience and resources.
2. Communicate all needs (physical and spiritual), concerns, suggestions, and other important information to the class coordinator. She is your representative to the CM Directors.
3. You are responsible for finding your own substitute. Notify your classroom coordinator if you are going to be absent. Each volunteer will be provided a substitute contact list.

Teachers:

1. Be prepared to teach when you arrive. Know the material and have all of your supplies.
2. Be in your classroom before the children arrive.
3. Greet the children at the door. You are to be the first and last person the parents see when dropping off/picking up their child. Ensure they are wearing a KidCheck nametag!
4. Supervise children with supplies. Leave a note in the attendance book if replacement supplies are needed.
5. Mentor your adult and student volunteers with the goal of them teaching.
6. Pray for the students in your class as well as your teaching team.



Adult Volunteers:

1. Follow the teacher's lead and support them in all class activities as well as assist the teacher by taking attendance, assisting children as needed, and participating in clean up time.
2. Arrive before the children
3. Supervise children with supplies. Leave a note in the attendance book if replacement supplies are needed.
4. Pray for the children, their parents, and the other members of your teaching team.

Student Volunteers:

- Must participate in Student Ministry activities.
- Arrive before the children and assist the teacher and adult volunteer as instructed.
- Pray for the children in your class, their parents, and the other members of your teaching team.

Classrooms:

- Classrooms should be straightened and in order. The children should help clean the room.
- Please use the brooms and cleaning supplies that are in the classrooms.
- Be in your classroom before the students arrive.
- Children are not to be in a classroom without adult supervision.

Miscellaneous:

- Work toward building relationships with those in your class.
- Parents/guardians should be the ones to drop off and pick up children. This offers you a chance to meet the parent/guardian and provides safety for the child.
- Two-Person Rule: at no time should a child be away from public view and alone with a volunteer.
- Volunteers should not bring other children (of a different age group) to the class when they serve. Older children must be approved student volunteers to help.