

FAITH FELLOWSHIP YOUTH COUNCIL JOB DESCRIPTIONS

ALL Youth Council Members must come regularly to Youth Group and be role models of Jesus in their attitude, behavior, words, and dress at home, church, school and everywhere you go. Be willing to write a devotional for Youth Retreats or Summer Camp.

Presidents:

- * Meet with Pastor Ann and Ms. Jenn to dream dreams and put into place special Youth Group events and activities for Youth Group. Plan and carry out Theme Nights every six weeks or so.
- * Contact the Youth Council for important assignments or announcements.
- * Be quick to serve and recruit others to help, after Snack Supper for tables to be washed and carpet vacuumed. At end of dinner (approximately 6:05pm,) pass out paper towels, spray bottles, and plug in vacuums. Make sure candy basket is ready to distribute candy to workers.
- * Pray to ask the blessing over the dinner. Thank the Snack Supper Parents.
- * Recruit extra help and be available yourself to assist in the CE office before retreats and camps.
- * Arrive at 4:15PM on Sundays and help set up recreation and sign in tables & chairs, charts, etc.
- * Plan to stay until 8:15pm on Sundays to clean up and put away rolling cart, etc.

Vice Presidents:

- * Arrive no later than 4:30PM each Sunday to Youth Group to be at the registration tables and welcome students and first timers. Get out Name tag tree. Sit at table to check in the youth, help with name tags and First Timer sheets. Get volunteers each week to sit behind each of the Junior High and Senior High table.
- * Be sure Welcomers meet first timers as they arrive. Coordinate with Welcomers to find a same gender/ same grade friend for them for the evening.
- * Help in CE office before retreats, camps.
- * Take down registration tables after Youth Group. Check sheets to make sure everyone was checked in. Total the number of people in each grade, and grand total for the night.

Treasurers:

- * Collect Snack Supper money as a team. Count and sort by denominations, turning all bills in one direction. Write the total on the envelope and the day's date and your initials on the envelope. Turn money into the safe.

Welcomers:

- * Arrive at 4:50PM in order to be in the lobby to greet the new people.
- * Introduce the First Timers at Circle Time.
- * Partner up the first timers with kids at Youth Group for supper and programs.
- * Contact the new people and tell them you are glad they came to Youth Group.(E-mail, or phone)
- * Turn in the welcome sheets to the Youth Box so that Jill Weber/Jenn Walters can send them letters, add them to rosters and to church wide e-mail.

Snack Supper Ambassadors:

- * Haul ice from the kitchen in an ice chest.
- * Make sure there are cups, plates, napkins, plastic ware from Closet to kitchenette.
- * Wait at the door to help carry in items from the Snack Supper Parents' cars and Genna Pizza Delivery car.
- * Assist with set- up, serving, clean up.
- * Thank the volunteer parent and student for their help!

Name Tag Checkers:

- * Have the “Name Tag Needed” paper and pen available for new people to sign up for a permanent nametag.
- * Be sure that everyone has a name tag on the top part of their shirt with their real name so they can go through the Snack Supper line.
- * Stand by the name tag tree at the end of the Youth Group to remind people to put their name tags back on the tree. Appoint a Junior High (Annex) and 6th grade leader (Room 207) to collect the tags after Youth Group.
- * Reward students who are wearing their name tag with candy during or at the end of dinner.

Recreation Helpers:

- * Arrive at 4:30 to set up for indoor or outdoor recreation. (Tape down 9 square. Set up chairs)
- * Suggest ideas for new games.
- * Participate and encourage others to join in the recreation.
- * Help tear down and put equipment away in Pastor Ann’s office closet, or behind wall in Fellowship Hall.

Mission Outreach Leaders: * Help plan and set up Mission activities and Mission lessons and guest speakers.
* Help with coordination of Mission Activities such as Operation Christmas Child Shoeboxes, Gifts for His Place Ministries, etc.

Praise & Worship/ Music Team: * Arrive at 3pm and stay until 8:10pm

- * Lead P & W on a rotating schedule, working with the adult leader to choose music.
- * Make sure to have all power point words on screen for songs with correct spelling.
- * Coordinate the people who are going to run the sound and lights and power point.
- * Stay for the program after Praise & Worship.
- * Re-file music sheets in file drawer.
- * Work with Adult Leader for recruiting new students to play instruments and sing in band.

Sound and Lights: (3:30PM Sundays - 8:00PM Sundays)

- * Coordinate who is running lights and sound in the Fellowship Hall and Worship Center.
- * Run sound and Lights, Create Power point slides, run Devotional pictures and videos.

Prayer Coordinator: * Set up prayer times with students to pray before Youth Group and big events.

- * Pray over the prayer requests at Youth Group out loud, after they have been collected .
- * Report Praise Reports to the Youth Group of answered prayers.

Age Level Representatives: Sit at attendance tables and check in students.

- * Make announcements in Sunday School and small groups about Youth Group and vice versa.
- * Assist Presidents with Worship Center jobs before announcements, distributing pencil, prayer sheets, announcement flyers, collecting offering and prayer requests.
- * Plan to stay around for 5 - 10 minutes to assist Presidents with clean up of Worship Center and Fellowship Hall or classroom after Youth Group.

LIT Captains for Summer Camp

- Communicate with all Leaders In Training about upcoming meeting, and activities, as directed by the Camp Directors
- Coordinate the rules video/photo sessions/ skits/etc.
- Help with moving of Silent Auction Items and signs to Fellowship Hall from Worship Center after Camp Kick-off rehearsal.
- Help with the marking of bidding sheets at the end of the Silent Auction.