



SUNDAY MORNING VOLUNTEER ROLES 2024 - 2025

JCBC Kids strives to create an environment that fosters relationship building to support children's faith formation and strengthen deeper faith development among all generations involved in children's ministry.

Sunday School Team (9:10-10:40am) - Weekly

Preschool Sunday School Teacher (Birth-PreK)

Newborns, Crawlers, Ones, Twos, Threes, PreK (4s5s)

- Prepare for and teach in a preschool (birth-PreK) Sunday School classroom using provided curriculum and supplies,
- Get to know the children and families of children in your classroom. Take extra time to send cards of encouragement to families at least once per quarter,
- Attend/volunteer at some JCBC Kids preschool events (VBS, Popsicles on the Playground, etc.),
- Keep Robin aware of dates you will be absent – help find a sub using the Sunday School sub list.

Grade School Sunday School Teacher (Kinder-5th Grade)

Kindergarten, 1st Grade, 2nd Grade, 3rd Grade, 4th Grade, 5th Grade

- Prepare for and teach in a grade school (K-5th) Sunday School classroom using provided curriculum and supplies,
- Get to know the children and families of children in your classroom. Take extra time to send cards of encouragement to families at least once per quarter,
- Attend/volunteer at some JCBC Kids grade school events (VBS, That's My Friend, Summer Fun Days, etc.),
- Keep Robin aware of dates you will be absent – help find a sub using the Sunday School sub list.

InJoy School Sunday School Team (Various Ages)

- Prepare for and support our children with special needs during the Sunday School hour - either leading and teaching activities using provided curriculum or providing additional classroom support,
- Get to know the children and families of children in your classroom. Take extra time to send cards of encouragement to families at least once per quarter,
- Attend/volunteer at some JCBC Kids grade school events (VBS, That's My Friend, Summer Fun Days, etc.),
- Keep Robin aware of dates you will be absent – help find a sub using the InJoy sub list.

Sunday School Greeter Team (All Ages)

- Welcome children and families to church – greet families by name,
- Check children into worship classrooms using Checkpoint on the computer or kiosk,
- Use visitor forms to get all pertinent information for new families joining us,
- Communicate pick-up policies and procedures,
- Help families find their children's Sunday School classrooms and adult Sunday School classes for themselves,
- Keep the weekly count up to date with numbers of children/volunteers in each classroom,
- Assist the children's pastor as needed.

Worship Hour Team (10:35am-12:15pm) - Twice-A-Month

Worship Captain (All Ages)

- Ensure all volunteers are in their classrooms and prepared and ready to teach/lead,
- Maintain safety for children and volunteers in preschool worship, children's worship (K-2nd), and InJoy (special needs) – periodically check in on every classroom,
- Greet and welcome families during the worship hour,
- Call parents if necessary – upset, sick, or injured child (fill out accident report as necessary),
- Keep the weekly count up to date with numbers of children/volunteers in each classroom,
- Ensure classrooms are cleaned and ready for weekday preschool at the end of each morning.

Preschool Worship Leader (Birth-PreK)

Babies, Crawlers, Ones, Twos, Threes, PreK (4s5s)

- Prepare for and lead the preschool worship time (11:20-11:40) – engaging children and volunteers in the basic elements of worship (singing, prayer, Bible story, memory verse, offering, etc) using provided curriculum,
- Assist the captain as needed and be willing to fill in a classroom as needed.

Preschool Classroom Lead Teacher (Birth-PreK)

Babies, Crawlers, Ones, Twos, Threes, PreK (4s5s)

- Prepare for and teach in a preschool (birth-PreK) worship classroom using provided curriculum and supplies,
- Serve in one age-group classroom consistently throughout the year,
- Participate in preschool worship alongside children and other volunteers (led by the preschool worship leader),
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning,
- Get to know the children and families of children in your classroom,
- Keep the Captain aware of any issues you have.

Preschool Classroom Assistant Teacher (Birth-PreK)

Babies, Crawlers, Ones, Twos, Threes, PreK (4s5s)

- Prepare for the lesson and support the lead teacher in a preschool (birth-PreK) worship classroom using provided curriculum and supplies,
- Serve in one age-group classroom consistently throughout the year,
- Participate in preschool worship alongside children and other volunteers (led by the preschool worship leader),
- Get to know the children and families of children in your classroom,
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning.

InJoy Worship Team (Various Ages)

- Prepare for and support our children with special needs during the worship hour - either leading and teaching activities using provided curriculum or providing additional classroom or sanctuary support,
- Get to know the children and families of children in your classroom,
- Participate in worship alongside children and other volunteers (preschool worship, children's worship (K-2nd), InJoy worship, and/or sanctuary worship),
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning.

Worship Hour Team *Continued* (10:35am-12:15pm) - Twice-A-Month

Children's Worship (K-2nd) Lead Teacher

Kindergarten, 1st Grade, 2nd Grade

- Prepare for and lead the activities and lessons in Children's Worship (K-2nd) using provided curriculum and supplies – helping children prepare to be a part of “big church” worship,
- Participate in worship alongside children and other volunteers,
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning,
- Get to know the children and families of children in your classroom,
- Keep the Captain aware of any issues you have.

Children's Worship (K-2nd) Assistant Teacher

Kindergarten, 1st Grade, 2nd Grade

- Prepare for the lesson and support the lead teacher in children's worship (K-2nd) using provided curriculum and supplies – helping children prepare to be a part of “big church” worship,
- Participate in worship alongside children and other volunteers,
- Get to know the children and families of children in your classroom,
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning.

Worship Hour Greeter Team (All Ages)

- Welcome children and families to church – greet families by name as much as possible,
- Check children into worship classrooms using Checkpoint on the computer or kiosk,
- Use visitor forms to get all pertinent information for new families joining us,
- Communicate benefits of older children joining their families in worship as well as basic information about the children's worship station availability and supplies if family has older children (3rd-5th),
- Communicate pick-up policies and procedures,
- Help families find their children's worship classrooms and the sanctuary for worship for themselves,
- Assist the captain as needed.

Monthly Substitute Team - Once-A-Month

Preschool Classroom Monthly Sub (Birth-PreK)

Babies, Crawlers, Ones, Twos, Threes, PreK (4s5s)

- Prepare for the lesson and support the lead teacher in a preschool (birth-PreK) worship classroom using provided curriculum and supplies,
- Serve in one age-group classroom consistently throughout the year,
- Participate in preschool worship alongside children and other volunteers (led by the preschool worship leader),
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning.

Children's Worship (K-2nd) Monthly Sub

Kindergarten, 1st Grade, 2nd Grade

- Prepare for the lesson and support the lead teacher in children's worship (K-2nd) using provided curriculum and supplies – helping children prepare to be a part of “big church” worship,
- Participate in worship alongside children and other volunteers,
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning.

Substitute Teams - As Needed

Preschool Sunday School Classroom Sub (Birth-PreK)

Babies, Crawlers, Ones, Twos, Threes, PreK (4s5s)

- Fill in to support the Sunday School Teacher Teams when volunteers are out – for sickness, vacation, etc.,
- Help lead provided activities and lessons for various age groups,
- Keep Robin aware of your availability to sub and be ready to respond to a call the morning of, if needed.

Grade School Sunday School Classroom Sub (K-5th Grade)

Kindergarten, 1st Grade, 2nd Grade, 3rd Grade, 4th Grade, 5th Grade

- Fill in to support the Sunday School Teacher Teams when volunteers are out – for sickness, vacation, etc.,
- Help lead provided activities and lessons for various age groups,
- Keep Robin aware of your availability to sub and be ready to respond to a call the morning of, if needed.

InJoy Sunday School Classroom Sub (Various Ages)

- Fill in to support the Sunday School Teacher Teams when volunteers are out – for sickness, vacation, etc.,
- Help lead provided activities and lessons for various age groups,
- Keep Robin aware of your availability to sub and be ready to respond to a call the morning of, if needed.

Preschool Worship Classroom Sub (Birth-PreK)

Babies, Crawlers, Ones, Twos, Threes, PreK (4s5s)

- Be willing to step in to serve a need – supporting the lead or assistant teacher in a preschool (birth-PreK) worship classroom using provided curriculum and supplies,
- Provide phone number on a substitute list for other volunteers to call as needed,
- Be willing to serve in various age-groups throughout the year,
- Participate in preschool worship alongside children and other volunteers (led by the preschool worship leader),
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning.

Children's Worship (K-2nd) Sub

Kindergarten, 1st Grade, 2nd Grade

- Be willing to step in to serve a need – supporting the lead or assistant teachers in Children's Worship (K-2nd) using provided curriculum and supplies,
- Provide phone number on a substitute list for other volunteers to call as needed,
- Participate in worship alongside children and other volunteers,
- Help clean classrooms at the end of each morning to ensure they are ready for weekday preschool in the morning.

InJoy Worship Sub (K-5th Grade)

Kindergarten, 1st Grade, 2nd Grade, 3rd Grade, 4th Grade, 5th Grade

- Fill in to support the InJoy worship team when volunteers are out – for sickness, vacation, etc.,
- Help lead provided activities and lessons for various age groups or provide additional support in classrooms,
- Keep Robin aware of your availability to sub and be ready to respond to a call the morning of, if needed.