



Volunteer Position: *Adventure Kids Elementary Coordinator*

Overseen By: *Elementary Staff Lead & Family Life Pastor (FLP)*

Time Commitment: *(Sept. 1-Aug 31) We ask you to commit to serving through the following Aug 31 from whenever you start serving **one Sunday** every five weeks for both services.*

Purpose of Position:

2 Corinthians 5:20 states we are to be ambassadors for Christ. Therefore, this position aims to represent Christ by demonstrating God's love through coordinating the Kindergarten-5th Grade children's Sunday morning experience. This includes preparing before Sunday, so you are ready, knowing what options are planned, having communicated with the Elementary Staff Lead, and overseeing all aspects of running the services on a Sunday morning for Adventure Kids.

Responsibilities & Expectations:

- *Show up on time, prepared, to direct the team and children through the morning.*
- *Communicate with the scheduler in a timely manner. Commit to responding to Planning Center invitations.*
- *Read, know, follow, and enforce SVA's policy and procedures to keep kids, yourself, and SVA safe.*
- *Ensure the building is set up, check-in is working, games, teaching, and small group supplies are ready, and you know who is helping where.*
- *Oversee all morning aspects, from set up through check-in to service flow, pick up, and clean up.*
- *Follow the FLP and Elementary Lead's directions and requests while communicating any feedback or incidents that occur so they can follow up with parents.*
- *Be willing to help when needed but comfortable delegating to other team members.*
- *Attendance at bi-annual trainings or celebrations.*

Special Qualifications for this Position:

- *Have a relationship with Jesus.*
- *A completed application and Background Check are required.*
- *Completion of Ministry Safe Online Training*