



# ELEMENTARY SMALL GROUP LEADER

To care for children during a Sunday morning service and help them participate in the lesson plan and guide them through the small group activities and response time.

## SKILLS REQUIRED

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- Shepherding
- Caring
- 12 years old +
- 18 years old + needs to be a partner at CLC

## REPORTS TO

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Team Leader

## RESPONSIBILITIES

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### Scheduling

- Scheduling will be handled via Planning Center by Delicia Miller
- Make sure your contact information and block out dates are up to date to help with proper scheduling

### Sunday Morning

- Arrive before worship to meet with serving teacher to go over lesson plan
- Arrive 5-10 minutes prior to the children arriving (directly after worship)
- Assist with check-in process as needed
- Greet children when they arrive and help them begin with small group connect activities
- Help with classroom management throughout small and large group activities
- Guide children through the small group activities and response time
- Help with check-out process as needed
- Sanitize and tidy room
- Understand and follow CLC's plan to protect and abuse prevention policies

### **Outside of A Sunday Morning**

- Attend children's ministry meetings, workshops and training
- Attend and participate in children's ministry events

## **GENERAL EXPECTATIONS**

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- Maintain personal spiritual development through Bible reading, prayer and Christian community.
- Endorse and support the church, its leaders and its mission
- Exercise discernment and wise judgement
- Demonstrate a positive and friendly attitude with children, parents and children's ministry team members
- 18 years old + needs to be a partner at CLC