

# >Agenda:



### **Volunteer Basics**

Scheduling, Apps to download and how to use them



### **Lesson Prep**

Preparing to teach Sunday School



# **Sunday Best Practices**

How can you be set up for success in CKM?



#### **Scenarios**

What would you do?















# **Volunteer Basics**













**App #1:** GroupMe App- This is like a big group text message which allows you to:

- Communicating with other CKM volunteers.
- Receive/communicate last minute updates, needs, and requests.





### **GroupMe Best Practices:**

- One group for each CK group.
   Join all groups you have selected that you are interested in serving with (CK1, CK2, CK3, Check In)
- Make sure notifications are on so you see the messages:)





#### App #2:

**Planning Center: Services App** 

### This app is for:

- Scheduling and Service Requests
- Access to Lessons and Resources to prepare for Sunday School



# You Have Been Requested to Serve!

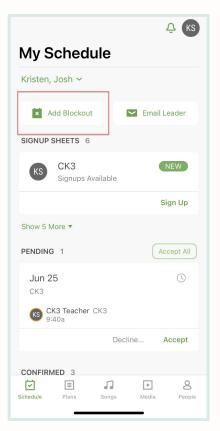


# Scheduling with the Planning Center Services App:

- You will get an email when you are added to the schedule to serve in CKM.
- You can Approve or Decline that request directly in the email by clicking the Green or Red buttons.
- Please approve or decline as soon as possible so we can ensure we have enough volunteers each week.



## Not Available? Add a Blockout Date



# Taking a vacation? Not a good Sunday to serve?

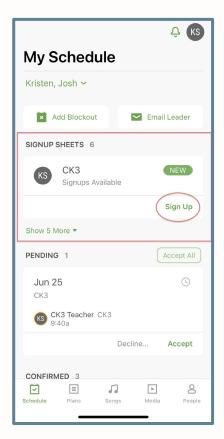
 At the top of the scheduling section you can add blockout dates to let the team know you're unavailable.







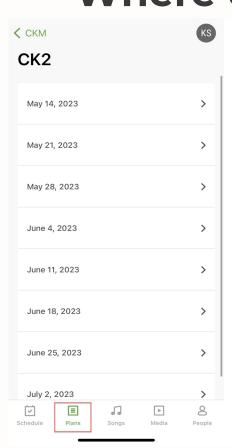




### Sign up in the Services App!

- Click sign up to view service groups and times that need volunteers!
- June and July Sign Ups are available!





The Plans Page on the Services App
You can access files by

following the path below:

 CKM> CK Group #> Date > Files

















# **How do I Structure My Time?**



### **Early Arriver Activity & Check In**

What do children do when they arrive?



### Worship, Memory Verse & Bible Story

CK 3 & 4 will also practice the books of the bible!



#### **Hands On Activities**

Guide students through as many of the activities as time allows.



### Pray, Wrap Up & Check Out

Please be sure to take the tags from adults prior to checking out the student on the iPad. This is one way we keep our kids safe!



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## **How do I Prepare to Teach?**



The Weekly Lesson Plans are Uploaded in the Planning Center Services App.

The sidebar of the weekly lesson plan outlines the most important pieces of the lesson including:

- The Bible Story
- Memory Verse
- Key Focus/Idea





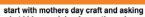
## **How do I Prepare to Teach?**











what kids are doing for mothers day

#### an activity that uses a preschooler's

natural desire to move to help them learn



#### BIBLE STORY

God made me to help my friends.

THE FOUR FRIENDS MARK 2:1.12

#### MEMORY VERSE

"We have the Lord

our God to help us " 2 CHRONICLES 32-8 NIT

#### KEY QUESTION

Who made you

to help others?

#### BOTTOM LINE

God made me to help others.

BASIC TRUTH

God made me.

[HEAR FROM GOD | MEMORY VERSE REVIEW] WHAT YOU NEED: Painter's tape and cardstock

BEFORE THE ACTIVITY: Tape several large squares on the floor. Inside each square, tape four pieces of cardstock to the floor. You'll need one piece of cardstock per child.

DURING THE ACTIVITY: Review the verse with the motions. Point out the squares and paper on the floor. Count down "Three, two, one, GO!" On "Go." encourage the children to find friends to stand together inside each square. Once everyone is in place, point out how there are four friends inside each square. Lead the children to say the verse with the motions together. Then call on the children to jump out of the square. Call out "Three, two, one, go" and repeat, encouraging the children to step into a new square. Repeat as desired.

BEFORE THE ACTIVITY: "Friends, gather here with me! Let's say our memory verse together. 'We have (bent hands to chest) the Lord our God (point up) to help us," (thumb up on palm) 2 Chronicles 32:8." (Open hands like a book.)

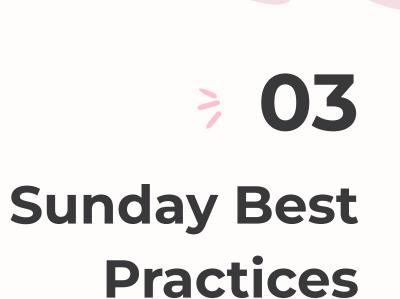
DURING THE ACTIVITY: "Do you see the squares on the floor? Let's get four friends together inside each square. I'll count down, and when I say, 'GO,' I want you to jump on a piece of paper inside a square. Then we'll say our memory verse together. Ready? Three, two, one, go! Everyone, get to a piece of paper in a square! (Pause.) 'We have (bent hands to chest) the Lord our God (point up) to help us," (thumb up on palm) 2 Chronicles 32:8." (Open hands like a book.) Ready? Three, two, one, go! (Pause.) Find a square! (Pause.) 'We have (bent hands to chest) the Lord our God (point up) to help us," (thumb up on palm) 2 Chronicles 32:8." (Open hands like a book. Repeat as desired.) That

AFTER THE ACTIVITY: "You're learning your memory verse. Great job! I'm SO glad we have the Lord our God to help us! God made me to help others. Who made you to help others? God made me to help others!"

Typically there are more activities available then you are able to facilitate.

Review the activities and consider how to structure each. (small group, whole group, before the bible lesson, after, etc.)







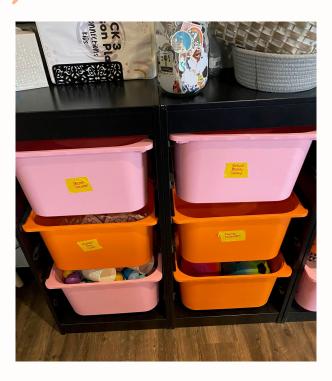
# **Arrive about 15 minutes Early**











#### **Review Lesson Materials**

- Lesson Materials are prepped in tubs located in each classroom.
- **CK 3 & 4**: Check out the slide deck to get a feel for the flow of the Bible Lesson.





Check in with the previous/next services volunteers.

- What went well?
- What tweaks were made?
- Any suggestions/ tips/ tricks for next service?





Text the appropriate group in the GroupMe app as soon as possible to see if someone can fill in.

We'll get you covered!





I am scheduled to teach CK 2 at 9:40. What do I do to prepare?

Step 1: Review the lesson in the Services App

Step 2: Arrive early to review materials and connect with the teacher from the 8:20 service.





Step 1: Review the lesson in the Services App

Step 2: Arrive early to connect with the teacher about how you can support the lesson activities.







I have a busy month, but know that I am available to serve the second Sunday in July. What do I do?

Put blockouts in the Planning Center Services App for dates you are unavailable.

Sign up for the CK Group and service time that best fits your schedule.







Do you have any questions?