# SERVE INITIATIVE



## TABLE OF CONTENTS

M	IESSAGE FROM THE PASTOR	1
S	ERVE ORGANIZATIONAL CHART	2
TI	HE WAY WE GROW	3
P	ROCESS AND TIMELINE FOR SERVE	4
4	MARKS OF SERVING WELL	5
M	IINISTRY JOB DESCRIPTIONS	
	PRESCHOOL SERVE	6
	CHILDREN SERVE	11
	STUDENTS SERVE	19
	SPECIAL NEEDS SERVE	24
	ADULT SERVE	26
	WORSHIP SERVE	28
	CONNECTIONS SERVE	29

## MESSAGE FROM THE PASTOR

## THE IMPACT YOU CAN HAVE!

DEAR HEIGHTS FAMILY.

AS A CHURCH, WE DESIRE TO BE A SERVING CHURCH. THE BIBLE HAS A GREAT DEAL TO SAY ABOUT HELPING OTHERS. WE FIND OUR EXAMPLE OF HOW TO SERVE OTHERS FROM JESUS. "FOR EVEN THE SON OF MAN DID NOT COME TO BE SERVED, BUT TO SERVE, AND GIVE HIS LIFE AS A RANSOM FOR MANY" (MARK 10:45). AS FOLLOWERS OF JESUS, WE SERVE OTHERS TO LOVE AND TO LEAD ALL PEOPLE TO A NEW LIFE WITH CHRIST. "AS EACH HAS RECEIVED A GIFT, USE IT TO SERVE ONE ANOTHER, AS GOOD STEWARDS OF GOD'S VARIED GRACE" (1 PETER 4:10).

LEE PEOPLES
PASTOR OF HEIGHTS BAPTIST CHURCH

## SERVE ORGANIZATIONAL CHART =

### **PRESCHOOL**

LEAD TEACHER

ASSISTANT TEACHER

PRESCHOOL MUSIC LEADER

PRESCHOOL MUSIC ASSISTANT

PRESCHOOL SUBSTITUTE TEACHER

### **CHILDREN**

LEAD TEACHER

ASSISTANT TEACHER

WORSHIP LEAD FACILITATOR

WORSHIP ASSISTANT
FACILITATOR

MIDWEEK LEAD TEACHER

MIDWEEK ASSISTANT TEACHER

KIDS LOBBY Greeter

KIDS LOBBY ATTENDANT

### **STUDENT**

LEADERSHIP TEAM

CAFÉ VOLUNTEER

MASTER TEACHER

SMALL GROUP LEADER

WEDNESDAY NIGHT ADULT VOLUNTEER

### SPECIAL NEEDS

SUNDAY MORNING LEAD TEACHER

SUNDAY MORNING ASST. TEACHER

SUNDAY MORNING BUDDY

WEDNESDAY NIGHT BUDDY

### **ADULT**

LIFE GROUP TEACHER

LIFE GROUP ASST. TEACHER

### WORSHIP

CHOIR / VOCALIST

**INSTRUMENTALIST** 

**WORSHIP TECH** 

### **CONNECTIONS**

WELCOME TEAM GREETER

## THE WAY YOU GROW



## **GROW YOURSELF**

DISCOVER HOW GOD HAS MADE YOU UNIQUE WITH PASSIONS, GIFTS, AND SKILLS TO SERVE OTHERS. GROW AND LEARN IN YOUR PLACE OF SERVICE. THINK OF THE FOLLOWING QUESTIONS AS YOU PLAN TO SERVE THIS YEAR:

ARE YOU REGULARLY ATTENDING WORSHIP SERVICES?

DO YOU BELONG TO A LIFE GROUP?

DO YOU REGULARLY TITHE?

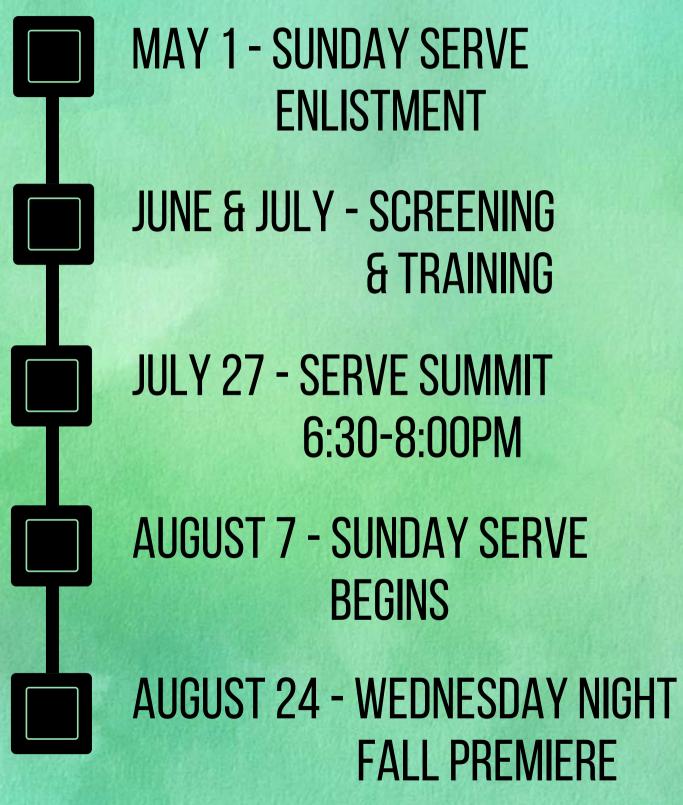
DO YOU SUPPORT THE OVERALL MISSION OF OUR CHURCH?



## **GROW OTHERS**

AS YOU ALIGN YOUR SERVICE WITH THE MISSION AND PURPOSES OF OUR CHURCH, OTHERS WILL FOLLOW YOUR LEADERSHIP. ARE YOU HELPING OTHERS GROW IN THEIR FAITH? ARE YOU SERVING IN A WAY THAT ENCOURAGES OTHERS TO LOVE AND TO LEAD ALL PEOPLE TO A NEW LIFE WITH CHRIST?

## PROCESS & TIMELINE FOR SERVE



## 4 MARKS OF SERVING WELL



## BE TEACHABLE

WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.

2

## BE FAITHFUL

ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO, AND WHERE GOD IS CALLING YOU TO SERVE.

3

## BE EXCITED

PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.

4

## BE COMMITTED

CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

## MINISTRY JOB DESCRIPTIONS



### SERVING: CHILDREN AGES BIRTH THROUGH KINDERGARTEN

OUR PRESCHOOL VOLUNTEER POSITIONS ARE RESERVED FOR INDIVIDUALS PASSIONATE ABOUT SERVING OUR PRESCHOOL-AGE CHILDREN. YOUR ROLE IS TO PROVIDE A SAFE, LOVING ENVIRONMENT IN WHICH THE CHILDREN AND PARENTS FEEL COMFORTABLE. CLASSROOM TIME IS RESERVED FOR AGE-APPROPRIATE LESSONS IN WHICH THE VOLUNTEERS WILL CONNECT WITH THE CHILDREN. WORKERS SHOULD STRIVE TO BUILD MEANINGFUL RELATIONSHIPS WITH EACH INDIVIDUAL CHILD.

### LEAD TEACHER

THE LEAD TEACHER POSITION IS RESPONSIBLE FOR LEADING THE LESSON AND ACTIVITIES DURING THE DESIGNATED VOLUNTEER TIME. THE INDIVIDUAL WILL PREPARE AND GUIDE BIBLE LEARNING ACTIVITIES FROM THE PROVIDED BIBLE CURRICULUM. THESE VOLUNTEERS WILL WORK CLOSELY WITH THE PRESCHOOL DIRECTOR TO FULFILL THE DESIRED PURPOSE OF SERVING THE CHILDREN.

POSITION MAY BE FILLED BY: TRAINED VOLUNTEER, ADULT 18 YEARS OR OLDER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: PRESCHOOL DIRECTOR

### PERSONAL CHARACTER:

- •BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- •BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO, AND WHERE GOD IS CALLING YOU TO SERVE.
- •BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE. WORDS. AND ACTIONS.

### **COMPETENCIES:**

- A STRONG DESIRE TO BUILD RELATIONSHIPS WITH EACH CHILD
- •PRAY OVER THE LESSONS AND TIME WITH THE CHILDREN
- •PREPARATION FOR CLASS TIME
- •GATHER SUPPLIES FOR THE ACTIVITIES/CRAFTS

### **SERVICE EXPECTATIONS:**

- ARRIVE 15 MINUTES BEFORE SCHEDULED CLASS TIME TO GREET CHILDREN
- INTERACT WITH THE CHILDREN DURING FREE PLAY AS WELL AS LESSON TIME
- REGULAR DIAPER CHANGES AND/OR BATHROOM BREAKS
- REMAIN ALERT FOR ANY OTHER PERSONAL NEEDS
- CLEAN AND SPRAY THE ROOM/TOYS BEFORE DEPARTURE
- REPORT ANY CONCERNS OR SUGGESTIONS TO THE PRESCHOOL DIRECTOR
- COMMIT TO SERVE FAITHFULLY BI-WEEKLY OR WEEKLY
- REMAIN FLEXIBLE

### TIME EXPECTATIONS:

• 1.5 HOURS CLASS TIME, 1 HOUR PREP TIME



### **ASSISTANT TEACHER**

THE ASSISTANT TEACHER POSITION IS RESPONSIBLE FOR ASSISTING THE LEAD TEACHER IN YOUR DESIGNATED ROOM. THE ASSISTANT WILL HELP WITH CRAFTS AND ACTIVITIES AS DIRECTED BY THE LEAD TEACHER. THIS INCLUDES CLOSELY INTERACTING WITH THE CHILDREN TO DIRECT THEIR ATTENTION TO THE TASK AT HAND. AT TIMES THE ASSISTANT WILL BE ASKED TO TAKE ON THE ROLE OF THE LEAD TEACHER IF SOMETHING UNEXPECTED OCCURS.

POSITION MAY BE FILLED BY: TRAINED VOLUNTEER. ADULT 18 YEARS OR OLDER. PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE
REPORTS TO: PRESCHOOL DIRECTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- •BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- •BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- •A STRONG DESIRE TO BUILD RELATIONSHIPS WITH EACH CHILD
- •PRAY OVER THE LESSONS AND TIME WITH THE CHILDREN
- •STRONG COMMUNICATION WITH THE LEAD TEACHER
- •WILLINGNESS TO SUPPORT THE LEAD TEACHER

### **SERVICE EXPECTATIONS:**

- ARRIVE 15 MINUTES BEFORE SCHEDULED CLASS TIME TO GREET CHILDREN
- INTERACT WITH THE CHILDREN DURING FREE PLAY AS WELL AS LESSON TIME
- REGULAR DIAPER CHANGES AND/OR BATHROOM BREAKS
- REMAIN ALERT FOR ANY OTHER PERSONAL NEEDS
- CLEAN AND SPRAY THE ROOM/TOYS BEFORE DEPARTURE
- REPORT ANY CONCERNS OR SUGGESTIONS TO THE PRESCHOOL DIRECTOR
- COMMIT TO SERVE FAITHFULLY BI-WEEKLY OR WEEKLY
- REMAIN FLEXIBLE

### TIME EXPECTATIONS:

• 1.5 HOURS CLASS TIME, 30-MINUTE PREP TIME



### PRESCHOOL MUSIC LEADER

THE PRESCHOOL MUSIC LEADER POSITION IS RESPONSIBLE FOR SHARING THEIR LOVE FOR MUSIC THROUGH WORSHIP. THE LEADER WILL CREATE A PLAYLIST OF SONGS TO SHARE WITH THE CHILDREN BI-WEEKLY.

POSITION MAY BE FILLED BY: TRAINED VOLUNTEER, ADULT 18 YEARS OR OLDER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: PRESCHOOL DIRECTOR

#### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- •BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- •ABLE TO PLAY WORSHIP SONGS GEARED TOWARD PRESCHOOLERS
- •PLAYFULLY INTERACT WITH THE CHILDREN DURING MUSIC TIME
- •A STRONG DESIRE TO BUILD RELATIONSHIPS WITH THE CHILDREN

### **SERVICE EXPECTATIONS:**

- •ARRIVE AT CLASS AT SCHEDULED TIME
- •CREATIVELY SHARE WORSHIP SONGS
- •COMMIT TO SERVE FAITHFULLY BI-WEEKLY
- •REMAIN FLEXIBLE

### TIME EXPECTATIONS:

• 1.5 HOURS CLASS TIME

### PRESCHOOL MUSIC ASSISTANT

THE PRESCHOOL MUSIC ASSISTANT IS RESPONSIBLE FOR ASSISTING THE PRESCHOOL MUSIC LEADER. THIS INCLUDES SINGING AND PLAYING ALONG WITH THE SELECTED SONGS

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, ADULT 18 YEARS OR OLDER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: PRESCHOOL DIRECTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO, AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY, BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- ABLE TO ASSIST IN SINGING WORSHIP SONGS GEARED TOWARD PRESCHOOLERS
- PLAYFULLY INTERACT WITH THE CHILDREN DURING MUSIC TIME
- A STRONG DESIRE TO BUILD RELATIONSHIPS WITH THE CHILDREN

### **SERVICE EXPECTATIONS:**

- •ARRIVE AT CLASS AT SCHEDULED TIME
- •CREATIVELY SHARE WORSHIP SONGS
- COMMIT TO SERVE FAITHFULLY BI-WEEKLY
- •REMAIN FLEXIBLE

### TIME EXPECTATIONS:

•20-MINUTE CLASS TIME, 30-MINUTE PREP TIME



### PRESCHOOL SUBSTITUTE TEACHER

THE PRESCHOOL SUBSTITUTE TEACHER POSITION IS RESPONSIBLE FOR ASSISTING THE LEAD TEACHER IN ANY PRESCHOOL ROOM. THE SUBSTITUTE WILL HELP WITH CRAFTS AND ACTIVITIES AS DIRECTED BY THE LEAD TEACHER. THIS INCLUDES CLOSELY INTERACTING WITH THE CHILDREN TO DIRECT THEIR ATTENTION TO THE TASK AT HAND.

POSITION MAY BE FILLED BY: TRAINED VOLUNTEER, ADULT 18 YEARS OR OLDER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: PRESCHOOL DIRECTOR

### PERSONAL CHARACTER:

• BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.

- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- AVAILABLE UPON REQUEST
- A STRONG DESIRE TO BUILD RELATIONSHIPS WITH EACH CHILD
- PRAY OVER THE LESSONS AND TIME WITH THE CHILDREN
- STRONG COMMUNICATION WITH THE LEAD TEACHER
- WILLINGNESS TO SUPPORT THE LEAD TEACHER

### **SERVICE EXPECTATIONS:**

- INTERACT WITH THE CHILDREN DURING FREE PLAY AS WELL AS LESSON TIME
- REGULAR DIAPER CHANGES AND/OR BATHROOM BREAKS
- •REMAIN ALERT FOR ANY OTHER PERSONAL NEEDS
- CLEAN AND SPRAY THE ROOM/TOYS BEFORE DEPARTURE
- •REPORT ANY CONCERNS OR SUGGESTIONS TO THE PRESCHOOL DIRECTOR
- •COMMIT TO SERVE ON CALL AS NEEDED ACCORDING TO THE AVAILABILITY AGREEMENT
- •WILLINGNESS TO SERVE WITH ANY AGE GROUP FROM BIRTH TO KINDERGARTEN
- •REMAIN FLEXIBLE

### TIME EXPECTATIONS:

•20-MINUTE CLASS TIME, 30-MINUTE PREP TIME



SERVING: CHILDREN AGES 1ST — 5TH GRADE AND PARENTS OR GUARDIANS



### KIDS LIFE GROUP LEAD TEACHERS

THIS POSITION IS IDEAL FOR THOSE WHO LOVE TO TEACH CHILDREN BIBLE STORIES THROUGH FUN ACTIVITIES, AND WHO ARE GIFTED AT LEADING CHILDREN AS A GROUP. THIS POSITION LEADS THE CHILDREN THROUGH THE SCHEDULE OF ACTIVITIES. ULTIMATELY THE ROLE OF THIS POSITION IS TO BUILD RELATIONSHIPS WITH THE CHILDREN AND ENCOURAGE THE CHILDREN IN THEIR SPIRITUAL WALK WITH CHRIST. THIS SERVICE TIME IS A MORE TRADITIONAL "SUNDAY SCHOOL" ROLE WITH SCHOOL-LIKE ACTIVITIES, PAPERS, AND TEACHING STYLE.

**POSITION MAY BE FILLED BY:** TRAINED & EXPERIENCED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: CHILDREN'S MINISTER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY, BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- PREPARE THE LESSON
- PRAY FOR THE CHILDREN
- GATHER SUPPLIES
- LEAD ACTIVITIES & ENGAGE GROUP
- •BUILD RELATIONSHIPS WITH THE CHILDREN

### **SERVICE EXPECTATIONS:**

- •READ AND PREPARE THE LESSON DURING THE WEEK
- •GATHER SUPPLIES FROM THE RESOURCE ROOM
- •PREPARE THE CLASSROOM FOR THE ACTIVITIES
- •LEAD LESSON AND ACTIVITIES
- •BUILD RELATIONSHIPS WITH THE CHILDREN

### TIME EXPECTATIONS:

- SERVE BI-WEEKLY OR WEEKLY ON SUNDAYS DURING THE 9:00AM PROGRAMS
- ARRIVE 15 MINUTES PRIOR TO SERVICE START TIME
- 1 HOUR OF PREPARATION TIME DURING THE WEEK



### KIDS LIFE GROUP ASSISTANT TEACHERS

THIS POSITION IS IDEAL FOR THOSE WHO PREFER A SUPPORTIVE ROLE, WHILE TEACHING CHILDREN BIBLE STORIES THROUGH FUN ACTIVITIES. THIS IS IDEAL FOR THOSE WHO PREFER TO DIRECT CHILDREN INDIVIDUALLY, RATHER THAN AS A GROUP, TO MAINTAIN ORDER IN THE CLASSROOM. ULTIMATELY THE ROLE OF THIS POSITION IS TO BUILD RELATIONSHIPS WITH THE CHILDREN AND ENCOURAGE THE CHILDREN IN THEIR SPIRITUAL WALK WITH CHRIST. THIS SERVICE TIME IS A MORE TRADITIONAL "SUNDAY SCHOOL" ROLE WITH SCHOOL-LIKE ACTIVITIES. PAPERS. AND TEACHING STYLE.

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: CHILDREN'S MINISTER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE. WORDS. AND ACTIONS.

### **COMPETENCIES:**

- A STRONG DESIRE TO BUILD RELATIONSHIPS WITH EACH CHILD
- PRAY OVER THE LESSONS AND TIME WITH THE CHILDREN
- STRONG COMMUNICATION WITH THE LEAD TEACHER
- •WILLINGNESS TO SUPPORT THE LEAD TEACHER

### **SERVICE EXPECTATIONS:**

- •PREPARE FOR THE LESSON
- •PRAY FOR THE CHILDREN
- •HELP THE LEAD TEACHER GATHER SUPPLIES
- •HELP THE LEAD TEACHER DURING ACTIVITIES
- •BUILD RELATIONSHIPS WITH THE CHILDREN

### TIME EXPECTATIONS:

- SERVE BI-WEEKLY OR WEEKLY ON SUNDAYS DURING THE 9AM PROGRAMS
- ARRIVE 15 MINUTES PRIOR TO SERVICE START TIME
- 30 MINUTES OF PREPARATION TIME DURING THE WEEK



### KIDS WORSHIP LEAD FACILITATOR

THIS POSITION IS IDEAL FOR THOSE WHO LOVE TO TEACH CHILDREN BIBLE STORIES THROUGH FUN ACTIVITIES, AND WHO ARE CONFIDENT IN USING TECHNOLOGY. THIS SERVICE TIME IS A MORE CONTEMPORARY HOUR UTILIZING VIDEOS TO TEACH THE LESSON. ULTIMATELY THE ROLE OF THIS POSITION IS TO BUILD RELATIONSHIPS WITH THE CHILDREN AND ENCOURAGE THE CHILDREN IN THEIR SPIRITUAL WAI K WITH CHRIST

POSITION MAY BE FILLED BY: TRAINED & EXPERIENCED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: CHILDREN'S MINISTER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE. WORDS. AND ACTIONS.

### **COMPETENCIES:**

- A STRONG DESIRE TO BUILD RELATIONSHIPS WITH EACH CHILD
- A STRONG DESIRE TO LEAD CHILDREN IN WORSHIP AND ACTIVITIES

### **SERVICE EXPECTATIONS:**

- •PREPARE THE WORSHIP TIME DURING THE WEEK
- •PRAY FOR THE CHILDREN
- •SET UP THE TECHNOLOGY TO PLAY THE CORRECT VIDEOS
- •PREPARE THE CLASSROOM FOR ACTIVITIES

- •SERVE BI-WEEKLY OR WEEKLY ON SUNDAYS DURING 10:30AM PROGRAMS
- •ARRIVE 15 MINUTES PRIOR TO SERVICE START TIME
- •1 HOUR OF PREPARATION TIME DURING THE WEEK

### KIDS WORSHIP ASSISTANT FACILITATOR

THIS POSITION IS IDEAL FOR THOSE WHO PREFER A SUPPORTIVE ROLE, WHILE TEACHING CHILDREN BIBLE STORIES THROUGH FUN ACTIVITIES AND VIDEOS. THIS IS IDEAL FOR THOSE WHO PREFER TO DIRECT CHILDREN INDIVIDUALLY, RATHER THAN AS A GROUP, TO MAINTAIN ORDER IN THE CLASSROOM. THIS SERVICE TIME IS A MORE CONTEMPORARY HOUR UTILIZING VIDEOS TO TEACH THE LESSON. ULTIMATELY THE ROLE OF THIS POSITION IS TO BUILD RELATIONSHIPS WITH THE CHILDREN AND ENCOURAGE THE CHILDREN IN THEIR SPIRITUAL WALK WITH CHRIST.

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: CHILDREN'S MINISTER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO, AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- A STRONG DESIRE TO BUILD RELATIONSHIPS WITH EACH CHILD
- PRAY OVER THE LESSONS AND TIME WITH THE CHILDREN
- STRONG COMMUNICATION WITH THE LEAD WORSHIP FACILITATOR
- WILLINGNESS TO SUPPORT THE LEAD WORSHIP FACILITATOR

### **SERVICE EXPECTATIONS:**

- PREPARE THE WORSHIP TIME DURING THE WEEK
- PRAY FOR THE CHILDREN
- HELP THE LEAD WORSHIP FACILITATOR WITH THE VIDEOS
- HELP THE LEAD WORSHIP FACILITATOR DURING ACTIVITIES
- BUILD RELATIONSHIPS WITH THE CHILDREN

- SERVE BI-WEEKLY OR WEEKLY ON SUNDAYS DURING 10:30AM PROGRAMS
- ARRIVE 15 MINUTES PRIOR TO SERVICE START TIME
- 30 MINUTES OF PREPARATION TIME DURING THE WEEK

### MIDWEEK LEAD TEACHERS

THIS POSITION IS IDEAL FOR THOSE WHO LOVE TO TEACH CHILDREN BIBLE STORIES THROUGH FUN ACTIVITIES, AND WHO ARE GIFTED AT KEEPING THE ENERGY UP. THIS SERVICE TIME IS A MORE HIGH-ENERGY TIME, AS THE CHILDREN HAVE MORE WIGGLES AFTER A LONG DAY AT SCHOOL. THIS POSITION IS GREAT FOR TEACHERS WHO ENJOY MORE SILLY TIME WITH THE KIDS. THIS POSITION LEADS THE CHILDREN THROUGH THE SCHEDULE OF ACTIVITIES. ULTIMATELY THE ROLE OF THIS POSITION IS TO BUILD RELATIONSHIPS WITH THE CHILDREN AND ENCOURAGE THE CHILDREN IN THEIR SPIRITUAL WALK WITH CHRIST.

POSITION MAY BE FILLED BY: TRAINED & EXPERIENCED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: CHILDREN'S MINISTER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- PREPARE THE LESSON
- PRAY FOR THE CHILDREN
- GATHER SUPPLIES
- LEAD ACTIVITIES
- GROUP ENGAGEMENT
- BUILD RELATIONSHIPS WITH THE CHILDREN

### **SERVICE EXPECTATIONS:**

- PREPARE THE LESSON DURING THE WEEK
- PRAY FOR THE CHILDREN
- GATHER SUPPLIES FROM THE RESOURCE ROOM
- PREPARE THE CLASSROOM FOR THE ACTIVITIES

- SERVE ON A ROTATIONAL BASIS THROUGHOUT THE SCHOOL SEMESTERS, WEDNESDAYS FROM 6:30-8PM
- ARRIVE 15 MINUTES PRIOR TO SERVICE START TIME
- 1 HOUR OF PREPARATION TIME DURING THE WEEK

### MIDWEEK ASSISTANT TEACHER

THIS POSITION IS IDEAL FOR THOSE WHO PREFER A SUPPORTIVE ROLE, WHILE TEACHING CHILDREN BIBLE STORIES THROUGH FUN ACTIVITIES, AND WHO ARE GIFTED AT KEEPING THE ENERGY UP. THIS SERVICE TIME IS A MORE HIGH-ENERGY TIME, AS THE CHILDREN HAVE MORE WIGGLES AFTER A LONG DAY AT SCHOOL. THIS POSITION IS GREAT FOR TEACHERS WHO ENJOY MORE SILLY TIME WITH THE KIDS, AND THOSE WHO PREFER TO DIRECT CHILDREN INDIVIDUALLY, RATHER THAN AS A GROUP, TO MAINTAIN ORDER IN THE CLASSROOM. THIS POSITION LEADS THE CHILDREN THROUGH THE SCHEDULE OF ACTIVITIES. ULTIMATELY THE ROLE OF THIS POSITION IS TO BUILD RELATIONSHIPS WITH THE CHILDREN AND ENCOURAGE THE CHILDREN IN THEIR SPIRITUAL WALK WITH CHRIST.

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: CHILDREN'S MINISTER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- A STRONG DESIRE TO BUILD RELATIONSHIPS WITH EACH CHILD
- PRAY OVER THE LESSONS AND TIME WITH THE CHILDREN
- STRONG COMMUNICATION WITH THE LEAD TEACHER
- WILLINGNESS TO SUPPORT THE LEAD TEACHER

### **SERVICE EXPECTATIONS:**

- PREPARE FOR THE LESSON
- PRAY FOR THE CHILDREN
- HELP THE LEAD TEACHER GATHER SUPPLIES
- HELP THE LEAD TEACHER DURING ACTIVITIES
- POSSIBLY LEAD SNACK AND RECREATION ACTIVITIES
- BUILD RELATIONSHIPS WITH THE CHILDREN

- SERVE ON A ROTATIONAL BASIS THROUGHOUT THE SCHOOL SEMESTERS. WEDNESDAYS FROM 6:30-8PM
- ARRIVE 15 MINUTES PRIOR TO SERVICE START TIME
- 30 MINUTES OF PREPARATION TIME DURING THE WEEK

### KIDS LOBBY GREETER

THIS POSITION IS IDEAL FOR THOSE WHO ARE EXCITED TO WELCOME NEW FAMILIES INTO THE CHILDREN'S BUILDING. THIS POSITION WARMLY WELCOMES NEW FAMILIES TO MAKE THEM FEEL AT HOME, AND IS IDEAL FOR THOSE GIFTED IN HOSPITALITY AND CONNECTING WITH CHILDREN. ULTIMATELY THE ROLE OF THIS POSITION IS TO BUILD RELATIONSHIPS WITH FAMILIES AS THEY ENTER THE CHURCH TO KNOW THAT THEY ARE WELCOME.

POSITION MAY BE FILLED BY: TRAINED VOLUNTEER - STUDENT OR ADULT; PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: CHILDREN'S MINISTER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY, BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- ABLE TO INITIATE CONVERSATIONS WITH GUESTS
- ABLE TO ANSWER GENERAL QUESTIONS ABOUT OUR CHURCH AND THE CHILDREN'S MINISTRY
- DIRECT NEW FAMILIES AND INTRODUCE THEM TO STAFF AND MEMBERS
- BUILD RELATIONSHIPS WITH THE CHILDREN AND FAMILIES

### **SERVICE EXPECTATIONS:**

- OPENING THE DOORS
- STARTING CONVERSATIONS WITH FAMILIES, ANSWERING GENERAL QUESTIONS ABOUT OUR CHURCH, AND DIRECTING NEW FAMILIES WHERE TO GO
- TRAINED IN OUR CHECK-IN PROCEDURES TO COMPLETE THE PROCESS WITH NEW FAMILIES, FROM THE FRONT DOOR TO THEIR CHILD'S CLASSROOM

### **EXPECTED TIME COMMITMENT:**

- SERVE IN 30-MINUTE SEGMENTS BEFORE AND BETWEEN PROGRAMS ON SUNDAYS
- ARRIVE PROMPTLY PRIOR TO SERVICE START TIME
- NO PREPARATION TIME REQUIRED

### KIDS LOBBY ATTENDANT

THIS POSITION IS IDEAL FOR THOSE WHO ARE EXCITED TO WELCOME NEW FAMILIES INTO THE CHILDREN'S BUILDING, AND WHO ARE GIFTED WITH TECHNOLOGY. THIS POSITION WARMLY WELCOMES ALL FAMILIES TO MAKE THEM FEEL AT HOME, AND IS IDEAL FOR THOSE GIFTED IN HOSPITALITY AND CONNECTING WITH CHILDREN. ULTIMATELY THE ROLE OF THIS POSITION IS TO BUILD RELATIONSHIPS WITH FAMILIES AS THEY ENTER THE CHURCH SO THEY WILL KNOW THEY ARE WELCOME AND THAT THE SAFETY OF THEIR CHILD IS A PRIORITY AT HEIGHTS

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER. PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: CHILDREN'S MINISTER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- ABLE TO COMPLETE TRAINING IN SETTING UP THE CHECK-IN SYSTEM
- ABLE TO ANSWER GENERAL QUESTIONS ABOUT OUR CHURCH AND THE CHILDREN'S MINISTRY
- DIRECT FAMILIES THROUGHOUT THE CHILDREN'S BUILDING
- BUILD RELATIONSHIPS WITH THE CHILDREN AND FAMILIES

### **SERVICE EXPECTATIONS:**

- SETTING UP AND OVERSEEING THE IPAD CHECK-IN SYSTEM AND PRINTERS
- DIRECTING FAMILIES THROUGH THE CHECK-IN PROCESS
- CHECKING CHILDREN IN AND OUT
- ESCORTING CHILDREN TO AND FROM THEIR CLASSROOM
- FOLLOWING SAFETY PROTOCOL BY CHECKING SAFETY TAGS DURING PICK UP

- SERVE IN 30-MINUTE SEGMENTS BEFORE AND BETWEEN PROGRAMS ON SUNDAYS
- ARRIVE PROMPTLY PRIOR TO SERVICE START TIME
- NO PREPARATION TIME REQUIRED

## STUDENTS SERVE

SERVING: STUDENTS 6TH — 12TH GRADE AND PARENTS OR GUARDIANS

### **LEADERSHIP TEAM**

A LEADERSHIP TEAM MEMBER ENSURES THAT THE STUDENT MINISTRY AT HEIGHTS RUNS EFFICIENTLY. THEY HELP PLAN EVENTS, EXECUTE WEEKLY MINISTRY. AND COORDINATE WITH VOLUNTEERS THAT MAKE THE STUDENT MINISTRY WORK.

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURE AND EXPERIENCED DISCIPLE

**REPORTS TO:** STUDENT PASTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- STRONG DESIRE TO SEE THE STUDENT MINISTRY FULFILL THE MISSION OF HEIGHTS
- ABILITY TO PLAN MEANINGFUL EVENTS AND ACTIVITIES
- BE WILLING TO ATTEND MULTIPLE EVENTS PER YEAR
- ABILITY TO ATTEND MONTHLY MEETINGS PREPARED AND POSITIVE
- COMPETENT IN INDIVIDUAL DISCIPLESHIP, IN LEADING, AND IN BUILDING MINISTRY TEAMS

### **SERVICE EXPECTATIONS:**

- MEET MONTHLY TO DISCUSS AND PLAN UPCOMING STUDENT MINISTRY FUNCTIONS
- SERVE IN AT LEAST ONE OTHER STUDENT MINISTRY VOLUNTEER POSITION
- ATTEND AT LEAST TWO MAJOR STUDENT MINISTRY EVENTS DURING THE YEAR OF SERVICE
- FOSTER AN ENVIRONMENT THAT ENCOURAGES STUDENTS TO GROW CLOSER TO GOD AND EACH OTHER

### TIME EXPECTATIONS:

• 2-5 HOURS PER WEEK (INCLUDING SERVICES)

### CAFÉ VOLUNTEER

A CAFÉ VOLUNTEER IS SOMEONE WHO IS WILLING TO WORK AND MAINTAIN THE STUDENT MINISTRY CAFÉ.

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: STUDENT PASTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE. WORDS. AND ACTIONS.

### **COMPETENCIES:**

- COMFORTABLE TALKING TO STUDENTS
- ABLE TO ARRIVE EARLY ON WEDNESDAYS
- WILLING TO SMILE AND SHOW CHRIST-LIKE DISPOSITION
- STRONG DESIRE TO SERVE STUDENTS AND VOLUNTEERS

### **SERVICE EXPECTATIONS:**

- SPEAK, SMILE, AND GREET EVERY STUDENT WHO COMES TO THE CAFÉ
- SET UP CAFÉ WITH ATTRACTIVE AND CLEAN PRESENTATION OF ALL ITEMS
- PURCHASE AND STOCK CAFÉ ITEMS AS NEEDED (TYPICALLY BI-WEEKLY OR MONTHLY)
- CLEAN CAFÉ TABLES AND KITCHEN ONCE THE PROGRAM HAS STARTED
- RESTOCK CAFÉ ITEMS ONCE PROGRAM HAS STARTED
- RETURN CAFÉ MONEY BAG TO STUDENT PASTOR EACH WEDNESDAY NIGHT

### TIME EXPECTATIONS:

• 1-3 HOURS PER WEEK

### MASTER TEACHER

A MASTER TEACHER IS SOMEONE WHO IS WILLING TO PASSIONATELY TEACH THE WORD TO STUDENTS DURING OUR SUNDAY MORNING LIFE GROUPS. THIS INDIVIDUAL SHOULD BE A GIFTED TEACHER WHO IS PREPARED TO TEACH ON THEIR ASSIGNED WEEK, HAVING A HIGH KNOWLEDGE OF THE CURRICULUM, PASSAGE, AND MAIN POINTS. THIS PERSON MUST BE ABLE TO BE RELATABLE TO THE STUDENTS WHO REGULARLY COME TO LIFE GROUP.

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, PASSED BACKGROUND CHECK AND INTERVIEW.

MINIMUM MATURITY: MATURE AND EXPERIENCED DISCIPLE WITH A GIFT OF TEACHING

REPORTS TO: STUDENT PASTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- PASSION FOR TEACHING GOD'S WORD
- HIGH SKILLS IN COMMUNICATION
- RELIABLE TO TEACH ON WEEKS ASSIGNED
- RELATES TO JUNIOR HIGH AND HIGH SCHOOL STUDENTS
- STRONG DESIRE TO LEAD STUDENTS TO CHRIST

### **SERVICE EXPECTATIONS:**

- PREPARES MESSAGES BASED ON THE PASSAGES AND CURRICULUM ASSIGNED.
- TEACH IN A MANNER THAT SHOWS STUDENTS YOU HAVE PUT ADEQUATE TIME INTO PREPARATION
- USES VISUAL DISPLAYS, OBJECT LESSONS, OR RELATABLE STORIES TO BETTER CONNECT WITH STUDENTS
- ARRIVES EARLY AND PREPARED ON WEEKS ASSIGNED TO TEACH
- ATTENDS AT LEAST ONE MAJOR STUDENT MINISTRY EVENT DURING THE YEAR

#### TIME EXPECTATIONS:

• 3-4 HOURS PER WEEK SCHEDULED (INCLUDING SERVICE)



### **SMALL GROUP LEADER**

THE SMALL GROUP LEADER IS ONE OF THE MOST RELATIONAL VOLUNTEERS AT HEIGHTS. THIS PERSON WILL LEAD A GROUP OF 4-12 STUDENTS ON SUNDAY MORNINGS IN DISCUSSION OF THE LESSON THAT HAS BEEN TAUGHT BY THE MASTER TEACHER. THIS PERSON WILL DO THEIR BEST TO KNOW THE LIVES OF THE STUDENTS IN THEIR GROUP. KNOWING THE LIVES OF EACH STUDENT AND FAMILY IS A PRIORITY IN OUR STUDENT MINISTRY.

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, PASSED BACKGROUND CHECK AND INTERVIEW.

MINIMUM MATURITY MATURE AND EXPERIENCED DISCIPLE WHO IS EXTREMELY RELATIONAL

REPORTS TO: STUDENT PASTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY, BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- PASSION FOR BUILDING RELATIONSHIPS WITH TEENAGERS AND THEIR FAMILIES
- HIGH SKILLS IN COMMUNICATION AND RELATIONSHIPS
- RELIABLE TO ATTEND EVERY SUNDAY
- RELATES TO THE STUDENTS IN THE AGE RANGE SERVING
- STRONG DESIRE TO LEAD STUDENTS TO CHRIST
- DEMONSTRATES STRONG DISCIPLINE IN THEIR FAITH

### **SERVICE EXPECTATIONS:**

- REVIEWS THE SMALL GROUP QUESTIONS BEFORE ARRIVING ON SUNDAY MORNING
- ARRIVES EARLY ON SUNDAY MORNING
- HELPS STUDENTS WITH SPIRITUAL DISCIPLINES
- ATTENDS AT LEAST ONE MAJOR STUDENT MINISTRY EVENT DURING THE YEAR

#### TIME EXPECTATIONS:

• 1-3 HOURS PER WEEK.

### **WEDNESDAY NIGHT ADULT VOLUNTEER**

A WEDNESDAY NIGHT ADULT VOLUNTEER IS SOMEONE WHO IS WILLING TO BE PRESENT ON WEDNESDAY EVENINGS TO HELP MAKE A SAFE. EFFICIENT. AND FRIENDLY ENVIRONMENT FOR THE STUDENT MINISTRY.

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER, PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE REPORTS TO: STUDENT PASTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE. WORDS. AND ACTIONS.

### **COMPETENCIES:**

- COMFORTABLE INTERACTING WITH STUDENTS AND PARENTS
- ABLE TO ARRIVE ON WEDNESDAYS
- WILLING TO SMILE AND SHOW CHRIST-LIKE DISPOSITION
- STRONG DESIRE TO SERVE STUDENTS

### **SERVICE EXPECTATIONS:**

- SPEAK, SMILE, AND GREET EVERY STUDENT WHO COMES TO THE STUDENT MINISTRY
- ARRIVE PRIOR TO STUDENT ARRIVAL TIME FOR EVERY WEDNESDAY EVENING SERVICE
- INTERACT WITH STUDENTS AND PARENTS AS THEY ARRIVE
- MONITOR STUDENTS IN YOUR AREA TO ENSURE THEY ARE SAFE AND RESPECTFUL
- STAY AT THE CHURCH UNTIL STUDENTS HAVE BEEN PICKED UP

### TIME EXPECTATIONS:

• 2.5 HOURS PER WEEK



SERVING: STUDENTS AGES 3-18 WITH SPECIAL NEEDS, LEARNING DISABILITIES AND MENTAL HEALTH & BEHAVIORAL DIAGNOSES



### SUNDAY MORNING LEAD TEACHER / SUNDAY MORNING ASSISTANT TEACHER

THE SPECIAL NEEDS MINISTRY TEAM SUPPORTS OUR STUDENTS WITH SPECIAL NEEDS, LEARNING DISABILITIES, AND MENTAL HEALTH AND BEHAVIORAL DIAGNOSIS SO THEY CAN HEAR THE GOSPEL IN A WAY THEY UNDERSTAND IN AN ENVIRONMENT WHERE THEY FEEL COMFORTABLE. DISABILITY MINISTRY MAKES IT POSSIBLE FOR ENTIRE FAMILIES TO BE ABLE TO WORSHIP WITH US AND BE A PART OF OUR CHURCH BODY. AT HEIGHTS, WE HAVE A HYBRID MODEL OF MINISTRY THAT INCLUDES BUDDIES IN OUR PRESCHOOL, CHILDREN, AND YOUTH MINISTRY CLASSES, A SELF-CONTAINED CLASS THAT OFFERS MORE SUPPORT TO THE STUDENTS WHO NEED IT, AND A REVERSE INCLUSION CLASS FOR TEENS AND YOUNG ADULTS (A CLASS DESIGNED FOR STUDENTS WITH DISABILITIES THAT ALSO WELCOMES TYPICAL STUDENTS WHO ARE THERE TO BUILD FRIENDSHIPS AND OFFER SUPPORT).

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER; PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE

REPORTS TO: SPECIAL NEEDS DIRECTOR

### PERSONAL CHARACTER:

- BE CREATIVE: SERVING OUR KIDS REQUIRES CREATIVITY TO MEET THEIR NEEDS! WE ARE OUT-OF-THE-BOX THINKERS AND OFTEN COLLABORATE WITH EACH OTHER AND THE CLASSROOM TEACHERS TO BEST SUPPORT THE STUDENTS.
- BE FLEXIBLE: THE NEEDS IN OUR MINISTRY CAN CHANGE DEPENDING ON THE STUDENTS WE HAVE. OUR TEAM REMAINS FLEXIBLE AND READY TO SERVE OUR REGULAR ATTENDERS AND WELCOME NEW STUDENTS EACH WEEK. VOLUNTEERS ARE OFTEN TRAINED TO SERVE IN MORE THAN ONE AREA SO THEY ARE PREPARED FOR THE UNEXPECTED.
- BE PASSIONATE: OFFERING THIS SUPPORT TO STUDENTS MAKES IT POSSIBLE FOR US TO WELCOME FAMILIES THAT MAY HAVE BEEN TURNED AWAY FROM OTHER CHURCHES. WE ARE LIVING OUT JESUS'S EXAMPLE OF WELCOMING EVERYONE AND MAKING A WAY FOR THEM TO BE PART OF OUR CHURCH BODY. A VOLUNTEER IN OUR MINISTRY IS PASSIONATE ABOUT THAT CALLING AND LIVES IT OUT AT CHURCH AND IN THEIR DAILY LIVES.

### **COMPETENCIES:**

- ABLE TO SUPPORT THE STUDENTS IN CLASSROOM SETTINGS
- ABLE TO COLLABORATE WITH OTHER MINISTRY LEADERS, VOLUNTEERS, AND TEACHERS
- ABLE TO SERVE WITH KINDNESS AND PATIENCE

### **SERVICE EXPECTATIONS:**

- SERVE MONTHLY ON SUNDAY MORNINGS OR WEDNESDAY NIGHTS
- REGULARLY CHECK EMAIL FOR COMMUNICATION
- BE OPEN TO ONGOING TRAINING OPPORTUNITIES

### **EXPECTED TIME COMMITMENT:**

1.5 HOURS A WEEK PER MONTH



### SUNDAY MORNING BUDDY / WEDNESDAY NIGHT BUDDY

AT HEIGHTS, WE HAVE A HYBRID MODEL OF MINISTRY THAT INCLUDES BUDDIES IN OUR PRESCHOOL, CHILDREN, AND YOUTH MINISTRY CLASSES, A SELF-CONTAINED CLASS THAT OFFERS MORE SUPPORT TO THE STUDENTS WHO NEED IT, AND A REVERSE INCLUSION CLASS FOR TEENS AND YOUNG ADULTS (A CLASS DESIGNED FOR STUDENTS WITH DISABILITIES THAT ALSO WELCOMES TYPICAL STUDENTS WHO ARE THERE TO BUILD FRIENDSHIPS AND OFFER SUPPORT).

**POSITION MAY BE FILLED BY:** TRAINED VOLUNTEER (14 YEARS AND OLDER); PASSED BACKGROUND CHECK

MINIMUM MATURITY: MATURING DISCIPLE

**REPORTS TO:** SPECIAL NEEDS DIRECTOR

### PERSONAL CHARACTER:

- BE CREATIVE: SERVING OUR KIDS REQUIRES CREATIVITY TO MEET THEIR NEEDS! WE ARE OUT-OF-THE-BOX THINKERS AND OFTEN COLLABORATE WITH EACH OTHER AND THE CLASSROOM TEACHERS TO BEST SUPPORT THE STUDENTS.
- BE FLEXIBLE: THE NEEDS IN OUR MINISTRY CAN CHANGE DEPENDING ON THE STUDENTS WE HAVE. OUR TEAM REMAINS FLEXIBLE AND READY TO SERVE OUR REGULAR ATTENDERS AND WELCOME NEW STUDENTS EACH WEEK. VOLUNTEERS ARE OFTEN TRAINED TO SERVE IN MORE THAN ONE AREA SO THEY ARE PREPARED FOR THE UNEXPECTED.
- BE PASSIONATE: OFFERING THIS SUPPORT TO STUDENTS MAKES IT POSSIBLE FOR US TO WELCOME FAMILIES THAT MAY HAVE BEEN TURNED AWAY FROM OTHER CHURCHES. WE ARE LIVING OUT JESUS'S EXAMPLE OF WELCOMING EVERYONE AND MAKING A WAY FOR THEM TO BE PART OF OUR CHURCH BODY. A VOLUNTEER IN OUR MINISTRY IS PASSIONATE ABOUT THAT CALLING AND LIVES IT OUT AT CHURCH AND IN THEIR DAILY LIVES.

### **COMPETENCIES:**

- ABLE TO SUPPORT THE STUDENTS IN CLASSROOM SETTINGS
- ABLE TO COLLABORATE WITH CLASSROOM LEADERS AND OTHER VOLUNTEERS
- ABLE TO SERVE WITH KINDNESS AND PATIENCE

### **SERVICE EXPECTATIONS:**

- SERVE MONTHLY ON SUNDAY MORNINGS OR WEDNESDAY NIGHTS
- REGULARLY CHECK EMAIL FOR COMMUNICATION
- BE OPEN TO ONGOING TRAINING OPPORTUNITIES

### **EXPECTED TIME COMMITMENT:**

• 1.5 HOURS A WEEK PER MONTH



SERVING: ADULTS BEGINNING WITH COLLEGE/CAREER AGE THROUGH SENIORS

### **LIFE GROUP LEAD TEACHER**

THE ADULT LIFE GROUP LEADER LEADS THE CLASS IN TEACHING THE LESSONS AND FACILITATING WAYS FOR EACH MEMBER TO LOVE AND LEAD ALL PEOPLE TO A NEW LIFE WITH CHRIST. THE LIFE GROUP LEADER NEEDS TO HAVE A PASSION FOR GOD'S WORD, DEVELOPING NEW TEACHERS. AND FACILITATING WAYS FOR THE GROUP TO PROVIDE CARE FOR ONE ANOTHER IN TIMES OF NEED.

**POSITION MAY BE FILLED BY:** TRAINED ADULT CHURCH MEMBER

MINIMUM MATURITY: MATURING DISCIPLE

**REPORTS TO:** ADULT LIFE GROUP DIRECTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO, AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- ABLE TO TEACH/FACILITATE DISCUSSIONS FROM THE BIBLE
- ABLE TO COLLABORATE WITH OTHER MINISTRY LEADERS. VOLUNTEERS. AND TEACHERS
- ABLE TO RAISE UP NEW TEACHERS IN YOUR CLASS BY MODELING AND TRAINING THEM HOW TO LEAD/TEACH LESSONS
- HAVE A SOLID FOUNDATION OF BIBLE KNOWLEDGE AND TO BE ABLE TO SHARE THAT KNOWLEDGE WITH OTHERS

### **SERVICE EXPECTATIONS:**

- SERVE ON SUNDAYS DURING LIFE GROUP HOUR
- REGULARLY CHECK EMAIL FOR COMMUNICATION
- BE OPEN TO ONGOING TRAINING OPPORTUNITIES.

### TIME EXPECTATIONS:

3+ HOURS A WEEK FOR LESSON PREPARATION: THIS DEPENDS ON THE METHOD AND STYLE OF YOUR TEACHING.



THE LIFE GROUP ASSISTANT TEACHER IS RESPONSIBLE FOR ASSISTING THE LIFE GROUP LEAD TEACHER IN PRESENTING THE LESSONS AND FACILITATING WAYS FOR EACH MEMBER TO LOVE AND LEAD ALL PEOPLE TO A NEW LIFE WITH CHRIST. THE LIFE GROUP ASSISTANT LEADER NEEDS TO HAVE A PASSION FOR GOD'S WORD AND HELP IN FACILITATING WAYS FOR THE GROUP TO PROVIDE CARE FOR ONE ANOTHER IN TIMES OF NEED. AT TIMES, THE ASSISTANT WILL BE ASKED TO TAKE ON THE ROLE OF THE LEAD TEACHER IF THEY WILL BE OUT OF TOWN OR IF SOMETHING UNEXPECTED OCCURS.

**POSITION MAY BE FILLED BY:** TRAINED ADULT CHURCH MEMBER

MINIMUM MATURITY: MATURING DISCIPLE

**REPORTS TO:** ADULT LIFE GROUP DIRECTOR

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO, AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY, BE RESPONSIBLE FOR YOUR ATTITUDE, WORDS, AND ACTIONS.

### **COMPETENCIES:**

- ABLE TO TEACH/FACILITATE DISCUSSIONS FROM THE BIBLE
- ABLE TO COLLABORATE WITH LEAD TEACHER
- HAVE A SOLID FOUNDATION OF BIBLE KNOWLEDGE AND TO BE ABLE TO SHARE THAT KNOWLEDGE WITH OTHERS

### **SERVICE EXPECTATIONS:**

- BE IN COMMUNICATION WITH LEAD TEACHER
- SERVE ON SUNDAYS DURING LIFE GROUP HOUR. AS NEEDED.
- REGULARLY CHECK EMAIL FOR COMMUNICATION
- BE OPEN TO ONGOING TRAINING OPPORTUNITIES

### TIME EXPECTATIONS:

AS NEEDED, 3+ HOURS A WEEK FOR LESSON PREPARATION; THIS DEPENDS ON THE METHOD AND STYLE OF YOUR TEACHING.





### CHOIR/VOCALIST/INSTRUMENTALIST/WORSHIP TECH

THE WORSHIP MINISTRY TEAM MEMBER IS PASSIONATE ABOUT THE CORPORATE WORSHIP OF HEIGHTS BAPTIST CHURCH. THE IDEAL TEAM MEMBER IN THIS MINISTRY IS SOMEONE WHO EXEMPLIFIES STRONG MUSICAL SKILL, EITHER VOCAL, INSTRUMENTAL, OR TECHNICAL, AND WHO IS WILLING TO PLACE THE NEEDS OF THE OTHER TEAM MEMBERS, THE WORSHIP SERVICE, AND THE CONGREGATION BEFORE THEIR OWN. BY FIRST ENGAGING IN WORSHIP THEMSELVES, THE WORSHIP TEAM MEMBER PROVIDES AN EXAMPLE FOR THE CONGREGATION TO FOLLOW.

POSITION MAY BE FILLED BY:TRAINED VOLUNTEERMINIMUM MATURITY:MATURING DISCIPLEREPORTS TO:WORSHIP MINISTER

#### PERSONAL CHARACTER

- BE TEACHABLE: WORSHIP TEAM MEMBERS ARE CAPABLE OF RECEIVING FEEDBACK TO GROW PERSONALLY AND MUSICALLY. THEY ARE FLEXIBLE, WILLING TO MAKE MUSICAL, TECHNICAL, AND LOGISTICAL CHANGES AS THE SONGS OR SERVICES REQUIRE.
- BE FAITHFUL: WORSHIP TEAM MEMBERS ARE ACTIVELY GROWING IN THEIR RELATIONSHIP WITH THE LORD AND SEEK TO HELP OTHERS DO THE SAME.
- BE EXCITED: WORSHIP TEAM MEMBERS ARE PASSIONATE ABOUT CONNECTING WITH GOD AND WITH OTHER PEOPLE, AND CONTRIBUTING TO A POSITIVE WORSHIP EXPERIENCE FOR ALL. WORSHIP TEAM MEMBERS ARE TEAM-MINDED, UNDERSTANDING THEY ARE PART OF A WHOLE, AND THEIR PART MUST COMPLEMENT THE REST OF THE GROUP.
- BE COMMITTED: WORSHIP TEAM MEMBERS ARE ON TIME TO REHEARSALS AND SERVICES. THEY SERVE WHEN SCHEDULED TO SERVE. THEY ARE PREPARED FOR REHEARSALS AND SUNDAY SERVICES. THEY COMMUNICATE WHEN THEY ARE UNABLE TO SERVE DUE TO SCHEDULE CONFLICTS OR ILLNESS.

### **COMPETENCIES:**

- ABLE TO PLAY/SING THE PARTS THE SONGS REQUIRE (RHYTHMICALLY, MELODICALLY, VOCALLY)
- ABLE TO PLAY/SING IN TIME WITH A CLICK TRACK AND WORK WITH IN-EAR MONITORS
- ABLE TO LEARN NEW SONGS QUICKLY
- ABLE TO LEARN AND USE PLANNING CENTER ONLINE
- FOR WORSHIP TECH: ABLE TO EFFECTIVELY AND CONFIDENTLY OPERATE THE NECESSARY HARDWARE AND SOFTWARE TO SUPPORT SOUND, LIGHTING, LYRICS, AND CAMERA

### SERVICE EXPECTATIONS:

- PARTICIPATE IN WEEKLY REHEARSALS AND SUNDAY MORNING SOUND CHECK/RUN-THROUGH
- SERVE IN SUNDAY SERVICES WHEN SCHEDULED
- CONFIRM AVAILABILITY THROUGH PLANNING CENTER AND PREPARE MUSIC IN ADVANCE

#### TIME EXPECTATIONS:

• 4-5 HOURS PER WEEK WHEN SCHEDULED (INCLUDING REHEARSAL, SOUND CHECK, AND WORSHIP SERVICE).



### WELCOME TEAM GREETER

THE WELCOME TEAM GREETER ENSURES THAT EVERY PERSON ENTERING HEIGHTS BAPTIST CHURCH (HBC) IS GREETED AND GUESTS ARE OFFERED ASSISTANCE. SO EVERYONE FEELS IMPORTANT AND WELCOME.

POSITION MAY BE FILLED BY:TRAINED VOLUNTEERMINIMUM MATURITY:MATURING DISCIPLEREPORTS TO:WELCOME TEAM LEADER

### PERSONAL CHARACTER:

- BE TEACHABLE: WILLINGLY OPEN YOUR MIND AND HEART TO RECEIVE TRAINING TO IMPROVE. BE FLEXIBLE TO TRY NEW THINGS AND LEARN NEW SKILLS TO MINISTER WELL TO OTHERS.
- BE FAITHFUL: ACTIVELY GROW IN YOUR RELATIONSHIP WITH GOD AND BE OBEDIENT TO WHAT GOD IS CALLING YOU TO DO AND WHERE GOD IS CALLING YOU TO SERVE.
- BE EXCITED: PASSIONATELY SERVE WHERE GOD IS CALLING YOU AND BRING POSITIVITY AND JOY TO THE MISSION AT HAND.
- BE COMMITTED: CONSISTENTLY FULFILL YOUR SERVICE OPPORTUNITY. BE RESPONSIBLE FOR YOUR ATTITUDE. WORDS. AND ACTIONS.

### **COMPETENCIES:**

- COMFORTABLE TALKING TO PEOPLE
- ABLE TO DIRECT PEOPLE TO BUILDINGS
- WILLING TO SMILE AND SHOW CHRIST-LIKE DISPOSITION
- WILLING TO ARRIVE EARLY FOR SERVICES AND EVENTS

### **SERVICE EXPECTATIONS:**

- GREET MEMBERS AND GUESTS AS THEY ENTER OR EXIT THE BUILDING
- DIRECT PEOPLE TO BUILDINGS. WORSHIP CENTER. RESTROOMS. ETC.
- OPEN DOORS AND ASSIST CHILDREN, ELDERLY, AND THOSE WITH DISABILITIES

### TIME EXPECTATIONS:

2-3 HOURS PER WEEK WHEN SCHEDULED (INCLUDING SERVICES)

