



Sunday School/ Kids' Church Leader

MINISTRY DESCRIPTION

AIM

AS A KIDS' CHURCH LEADER, YOU AIM TO:

- Teach the Bible faithfully and truthfully to those in your class.
- Model the Christian life to the children in the group.
- Encourage and pray for everyone in your class.
- Plan and implement the running of the Kids' Church lesson.

RESPONSIBILITIES

YOU ARE DIRECTLY RESPONSIBLE TO:

e.g. Children's Ministry Coordinator or Session and Minister

YOU ARE RESPONSIBLE FOR:

- Teaching the allocated material on the rostered Sunday.
- Discussing with your helper how you are going to run your class.
- Learning about the children who are in the class and introducing yourself to the parents.
- Being aware of and keeping to the children's ministry budget for any purchases.
- Ensuring that you and the other leaders present the gospel truthfully.
- Ensuring that no one person has an overwhelming workload.
- Ensuring that there is no breach of trust towards the members of the group or other leaders.

REQUIREMENTS FOR THIS POSITION

TO SERVE IN THIS ROLE, YOU MUST:

- Be a regular attender at church and a preferably a Growth group or an equivalent.
- Obtain a Working with Children Check and have it verified by the CPU.
- Complete the BTS Application for Working with Children or Young People form.
- Complete Breaking the Silence Foundations Training every 3 years and complete Read and Review Training each year.
- Sign a copy of this ministry description, indicating your agreement to the Code of



Kids' Church Leader

MINISTRY DESCRIPTION

Conduct.

ACTIONS

- Be open to observations of the lesson by parents and other ministry leaders.
- If you are training up younger leaders, it is important to pastorally care for them.
- Know and communicate the first aid expectations.
- Know and communicate the toiling expectations.
- Know and communicate the emergency procedure expectations.
- Avoid being alone with a child out of line of sight of others.

SAFE MINISTRY PROTOCOLS FOR THIS POSITION

All children and others under your leadership, regardless of age, are covered by these protocols.

- Do not allow yourself to be in any area alone with a child or person under your leadership including junior leaders and helpers who are under 18. Always have other leaders or an adult within a line of sight.
- If a child comes to you for counselling, ensure you do so in an open area, never a closed room.
- If a child discloses information to you regarding any kind of abuse or neglect, you must report this information to a minister, elder or the Conduct Protocol Unit. Also, be careful not to reveal confidential information to any other person.
- If you should need to speak to a child about participating or helping out at an event, ensure you do so in the vicinity of another teacher or parent.
- If a child is distressed and needs to be consoled, ensure that another leader or parent is with you at all times, and use your discretion when speaking and comforting the child.

AGREEMENT

I have read and understood this Ministry Description

Name:

Signature:

Date:
