

## Procedures and General Responsibilities for Team Members for Vacation Bible School Volunteers

Thank you for volunteering for VBS! This ministry has been a big part of Integrity Church since it began in 2005. From the very beginning, we have always utilized Vacation Bible School to reach young families in and outside of our church family. It is an amazing opportunity to introduce Jesus and the Glory of God to they very young. We appreciate all your help with this huge undertaking. From design to fruition, it takes a dedicated team to make VBS a success. Your part is going to be a fun one! As a front-line team member, working directly with children, it is necessary to be helpful, patient, and courteous. Please always seek to be an extension of Christ's love to all. Smile and have fun with the kids while being a team player. Before, during and after VBS, Pray, Pray, Pray, with your teams and individually. The ultimate goal of VBS is to help kids draw closer to God and see their need for salvation.

The following guidelines will apply to all team members during VBS week:

1. Team members will be expected to arrive a minimum of 30 minutes before the start of the program and children's arrival.
2. Team members will stay with their own team for the entire time the children are in the building. If you need to use the facilities, ask the director to find a floater to cover you while you are away.
3. If you have a child(ren) attending VBS, you cannot be a Kid Group Leader for your own child(ren).
4. All children must stay with their own age group.
5. For volunteer parents who have children in attendance, children should not bring toys/items from home. On days when the children dress up, please do not bring any items that may pose a danger or distraction to others.
6. Team members will work with team leaders and attend training meetings and any other meetings during the planning stages when necessary.
7. Meet with team leaders, to do overview of curriculum and learn what the theme and Scriptural teaching will be.
8. Team members will be given access to a tutorial video for the sign language song taught during VBS. Please do your best to learn it before the event to encourage the kids.
9. Team members should never lay hands on children for any reason, accept to keep them safe.
10. If a child hugs you, that is ok, but, when possible, without hurting feelings, try to high five, fist bump or give a side hug.
11. Team members must accompany children to the restroom, but shall stand outside the restroom door and wait for them; do not enter the bathroom with the child. Helping a child with hand washing once they finish using the facilities is encouraged. Please, when able, find a floater to take your place so no one is left alone with a group of children.
12. Team members should be friendly, smile and always interact with the children. Please keep private conversations to a minimum.
13. If for any time during the hours of VBS you find yourself idle, please see a director so you can be assigned somewhere to help.