
TODDLERS COMMUNITY LEADER

JOB DESCRIPTION

The Toddlers Community Leader will serve on Sunday mornings to lead the toddlers team in teaching two to three-year-old's a lesson provided by FM leadership, leading an associated bible story craft/game for toddlers, and reviewing a monthly bible verse. They will direct community members on how to assist/serve throughout lesson, train new volunteers, and will be the primary contact between parents, volunteers, and FM leadership.

JOB RESPONSIBILITIES

- Direct and lead the team in setting up the room, cleaning toys, giving snacks, and re-arranging furniture back to SDA format
 - Consider best ways to use space and ensure area is properly set up
 - Monitor cleanliness and safety of space
 - Incorporate and care for toys, books, swings, etc. (batteries, etc.)
- Post schedule and behavior chart on wall
- Review rules
- Lead bible story lesson, songs, and activities, as provided by FM leadership
- Primarily communicate with parents/primary caregivers during Sunday Gathering (i.e. diaper changes, inconsolable crying, etc.)
- Oversee the check in and out process, making sure all toddlers have appropriate tags and appear on class roster, that parents have the right tag when checking out, and children are checked off on the roster as parents pick them up
- Communicate needs/concerns such as ratio adjustments with Coordinator and FM Director
- Foster spirit of commitment, ownership of the team
- Train new volunteers on the team with the processes, schedule, and rhythms of Toddlers room

JOB REQUIREMENTS

- Pass background check
- Must be a member at the Well Community Church
- Must be comfortable engaging with parents and families
- Must not be immunocompromised
- Arrive prior 8:15 am to attend the morning huddle, pray and prepare for the morning