

Christ The Rock Community Church

2017-2018 Leader Guide

Welcome to AWANA!

Welcome to AWANA! Thank you for serving the Lord through this ministry. Matt & Kerri Clark serve as Commanders of our club & are really excited about God working through our club this year.

This booklet is designed to explain basic principles for leaders in AWANA. It is by no means the complete story. We continue to learn more about leadership each year. We highly encourage you to finish the basic training course, either at the Fall Leadership Conference, or by working your way through the Leader Role book.

AWANA changes lives. The primary goal of our ministry is to bring the gospel of Christ to boys and girls. We also strive to train them to serve Christ in their lives. Over 1 million children attend an AWANA club worldwide each week. AWANA has over 65 years of tradition in providing a fun and safe place for children to fellowship and learn the Word of God.

We hope you will enjoy your experience in our AWANA Club.

In His Service,

Matt Clark, Club Commander
Kerri Clark, Club Secretary
Matthew.kerri@outlook.com
360.689.5581 or 360.516.3432



AWANA Clubs

AWANA is an international, non-denominational, Bible-centered youth organization providing weekday clubs and programs for 2 year olds through 12th grade. The acronym AWANA comes from “*Approved Workman Are Not Ashamed*”

— 2 Timothy 2:15—

The pledge to the AWANA flag describes the purpose of AWANA best. It says, “I pledge allegiance to the AWANA flag, which stands for the AWANA Clubs, whose goal is to reach boys and girls with the gospel of Christ, and train them to serve Him.” AWANA is an excellent tool to reach the nonbeliever with the gospel of Christ. Parents who may be uncomfortable sending their children to church for biblical instruction are often willing to send them to AWANA. Children who accept Christ through AWANA are often instrumental in opening doors to reaching their family and friends.

Through Bible memorization and other Bible-based achievements, clubbers learn the Word of God, which helps develop their relationship with Jesus after they are saved. The example of godly leaders teaches clubbers how Christianity works on a practical level. Leader direction, coupled with AWANA materials, helps clubbers grow in Christ and develops their gifts for future service to the Lord.

Clubs and Programs

AWANA has designed a variety of youth clubs and programs for reaching and training your people of all ages. They are described below.

Puggles ~ *One parent must be a Leader or Helper*

Puggles is for 2 year olds by Sept. 1, their mascot is a baby platypus. Puggles learn simple lessons through teaching cards, activities, music & more. Parents reinforce their lesson with take home cards.

Cubbies ~ *Must be potty trained & be 3 yr. old by Sept. 1* ~

Cubbies is for 3 & 4 year olds, their mascot is a baby bear named Cubbie. Cubbies wear a blue vest that displays awards Cubbies earn. Handbooks provide a Bible memorization curriculum and stimulating activities specifically for pre-schoolers. Cubbies is a two year pre-school program, and is designed for parental participation.

Sparks

Sparks is designed for kindergartners through second grade. Sparks wear a red vest with awards they earn. There are 3 Sparks handbooks, which are completed in succession. The handbooks provide Bible memorization curriculum and other Bible-centered activities.

Truth & Training

T&T is for girls and boys in 3rd thru 6th grade. T&T Clubbers wear a T-shirt style uniform with awards earned, and complete 1 handbook per year.

Trek

Trek is for seventh & eighth grade boys and girls. This club includes a shirt and these clubbers will complete 1 handbook per year along with their New Testament Bible readings.

Journey

Journey is for ninth through twelfth grade boys and girls. This club includes a shirt and these clubbers will complete 1 handbook per year along with their Old Testament Bible readings.

Leader Qualifications

Your role is to reach and train young people for Christ. Before taking on this awesome responsibility you must meet these qualifications. As you study this list, pray that the Holy Spirit will help you make any necessary changes to become an “approved workman”.

To be an AWANA leader you must be...

Saved (*Ephesians 2:8,9*)—You must have accepted Jesus Christ as your personal Savior.

Consistent in your walk with the Lord (*Ephesians 5:1,2 Colossians 1:10, 2:6*)—Leaders must be honest, pure, clean of speech, modestly dressed, obedient to authority and respectful.

Burdened to reach boys, girls & their families for Christ (*Matt.28:19,20*)—This is what AWANA is all about.

Excited about children's work (*Matt. 19:14*)—Be a child at heart. Have a youthful attitude. Regard your service as a personal ministry from the Lord.

Patient and Gentle, yet firm in your standards (*2 Tim. 2:24*)—Part of being a leader includes enforcing club rules. Your clubbers may test you. With patience and gentleness, encourage them to meet club standards.

Sensitive to the needs of others (*Phil. 2:4*)—Each child in your care has special needs. Be sensitive to those needs and always offer a listening ear when they want to talk.

Desiring to improve yourself in your ministry —Challenge yourself to serve with excellence. Your Godly example, youthful attitude and sensitive ear may be the keys to winning many clubbers to Christ.

Leadership Structure

The Pastoral Staff at Christ the Rock is ultimately responsible for the entire AWANA program at our church. The day to day operations of our club have been delegated to our Club Commanders, Matt & Kerri Clark. They report to the Pastor and the Elder Board in overseeing our Club. The Club Directors report to the Commanders and oversee their clubs and the leaders serving there. Our Puggles Director is Colleen Kerr. Our Cubbie Directors are Janice Burmaster & Andrea McIntosh. Our Sparks Director is Shannen Kennedy. Our T&T Club Directors are Mark & Paula Peterson. Our Trek Directors are Doug & Susan Munz. Our Journey Directors are Joel & Baily Easling. Game Directors are Jeff Nye & George Venard.

Leaders report to their Club Directors overseeing clubbers assigned to their group. Leaders-in-Training (LITs) are teens who have been in AWANA and desire to serve. Their qualifications and responsibilities are the same as regular AWANA leaders.

Each club's Secretary reports to the Club Secretary, Kerri Clark to order supplies, and other organizational responsibilities. Each individual club has a Secretary, they are Emily Martin for Cubbies, Nancy Venard & Erin Neff for Sparks, Kim Nestorek & Heidi Wolf for the T&T Clubs, Susan Munz for Trek, & Baily Easling for Journey.

Club Discipline

In AWANA, discipline is positive. Instead of emphasizing punishment for misbehavior, positive discipline encourages good behavior through rewards. Clubbers quickly learn that conforming to club standards is in their best interest. The two methods of discipline in our AWANA Club are explained in the Parents & Clubbers Guide. Please review them and make yourself familiar with the procedures.

Cell Phones and Electronics

Clubbers are not permitted to use cell phones, ipods, or any other electronics during the hours of club. If they chose to do so, the item will be taken away and returned to them at the end of the night. This is considered a one count.

The Club Schedule—Game Time

Game Time is important because it provides a fun time for clubbers, develops good sportsmanship, and offers the benefits of exercise. It also helps expend some of that pent-up energy that the clubbers bring each week. Game Time usually lasts 20 minutes. Clubbers are divided into four teams and play games centered around the AWANA game circle.

During Game Time leaders have several responsibilities. Begin by organizing your team from tallest to shortest. This helps if the Game Director asks for the two tallest or the two shortest clubbers.

Lead your clubbers in the games. This means you need to become familiar with the games. Whenever possible, we will give you information about next week's games to help you prepare. You must choose the correct number of clubbers for each game. Keep track of clubber involvement. Make sure everyone gets a chance to play.

Don't argue with the Game Director. Demonstrate good sportsmanship by accepting the decision of the Game Director. Lead your team in cheering. Praise each clubber. Keep order on your team line, but

have fun! Cultivate a good sense of humor, let your hair down, and enjoy participating with your clubbers...especially on special theme nights! Clubbers have more fun when their leaders are also enjoying themselves.

The Club Schedule—Handbook Time

Handbook Time is the club segment when leaders lead clubbers in their achievement of entrance booklets & handbooks. The informal setting of Handbook Time provides an opportunity to show Christ as their Savior and help them grow in His Word. Handbook Time provides opportunities for leaders to build strong relationships with clubbers, and to serve as Godly role models. Leaders usually have a listener or helper with them on club night.

Open in prayer within your handbook group. This sets a serious tone for your time together. It reminds clubbers that memorization of God's Word is important. It provides an opportunity to teach clubbers how to pray and it places clubbers needs before the Lord.

Help clubbers to understand and learn. To complete their handbooks, clubbers must pass sections. Unfortunately, clubbers are often tempted to rattle off verses without really understanding what they mean.

Check the Bible reading section. Bible reading sections require clubbers to read and answer questions. Carefully check clubbers answers. They will help them to understand what they have read. It may require some reading of your own.

The following rules apply during handbook time:

1. Clubbers must pass an entire section during one "session". A session is an uninterrupted period in which a clubber does not refer to his or her handbook. In a section where clubbers must memorize several verses, they may not recite one verse, study awhile, and then recite other verses.

2. Clubbers must pass a section with no more than 2 helps or prompts. A help should equal no more than a few words. It must be said on a different night if more helps are needed. Those with learning disabilities may be allowed more than two helps at the discretion of the Club Director. Challenge advanced learners to recite material word-perfect.

3. Clubbers must recite both reference and verse.

4. Clubbers must pass all sections in order. Clubbers may complete sections and activities simultaneously, but all the sections must be passed in order.

After you have finished with each clubber record their progress on the achievement form. Leaders take the achievement form to their club secretary.

If clubbers misbehave and do not respond to discipline ask your Director for assistance. Most discipline problems during Handbook Time stem from lack of clubber preparation. Other problems arise when clubbers are ready to pass sections, but no Leader is available to listen to them. Let your Director know if you are having trouble getting to all of your clubbers.

May 9th is the last night to say verses & receive an award
May 23rd. Our final club night is May 16th
Awards night is May 23rd @ 6:30 PM

The Club Schedule—Large Group Time

Large Group Time is the club segment that features announcements, singing and a Bible message. This time is important because it focuses on the Bible message. The Bible message encourages unsaved clubbers to accept Christ as Savior, and saved clubbers and leaders to grow in their relationship with Christ. Large Group Time also unifies your club, providing excellent opportunities for promotion of clubs events, public presentation of awards, singing and testimonies.

Council Time is run by the Club Directors. Leaders with musical blessing help lead songs. We always encourage and welcome guest speakers for Council Time. If you know of someone who would be a good speaker and can relate how Christ lives in their life, please let Commander Clark know.

Uniforms and Awards

Clubbers and Leaders wear AWANA uniforms to each club meeting. Photo ID cards are required to be worn by all Leaders & Helpers during club. The goal of our AWANA Club is to have 100 percent of our clubbers, and leaders, in uniform. There is a direct relationship between the use of the uniform and achievement in AWANA. Clubs with a high percentage of handbook finishers and major award recipients usually have a high percentage of clubbers in uniform. Uniforms develop a sense of order and unity that draws clubbers and leaders together. Some people think uniforms are old-fashioned or meaningless in a society in which discipline, structure, and authority are not popular values. But consider this illustration from the airlines. Imagine you boarded an airplane and saw the captain in blue jeans and sneakers, with his shirt unbuttoned, revealing a dirty tee-shirt. Even if the captain handed you a stack of documents verifying his qualifications, you would still be uneasy.

A properly worn uniform helps AWANA clubbers and leaders earn respect and credibility. Only the clubbers wearing uniforms the entire night will be given their awards. The uniform provides a place for clubbers to display their awards and motivates them for future achievement.

Phone Calls

A phone call is one of the most effective home contact methods. This is an excellent way to connect parents, and to give them a chance to ask questions they may have about AWANA. Often on club nights we all are busy with assigned tasks. Some parents may feel that we are too busy to answer their questions and might leave them unasked. A quick phone call allows a casual conversation and helps the parent to understand their role in helping their child in club.

Leader Role Book

This book along with completing Basic Training, an application, & background check is required to become an AWANA leader.

The Basic Training is offered in October at the local AWANA Leadership Conference. Be sure to watch for the date or contact your Club Director for more information. This role book trains leaders to succeed in their role. It covers features of AWANA in each specific club, plus how the leaders perform their role in each segment of club. As part of Basic Training, this book explains necessary ministry skills, such as preparation, shepherding & communication. Leaders will also get great tips from experienced leaders, a glossary of terms & frequently asked questions. The cost is \$10.00 and has a DVD to enhance the training experience.

Leadership Conference

One of the best places to get good Basic Training for AWANA leaders is the annual Leadership Conference in the Fall. This is a full day of exciting fellowship and many learning opportunities. There are over 100 workshops available to you that cover the wide variety of subjects that interest leaders. Please plan to attend this conference each year. Ask any leader who has attended and they will assure you it is well worth the time.

Before and After Club

The time before club actually starts is to be a time of order rather than a time of chaos. This is a time to chat with clubbers and share in other activities.

To maintain an effective before club time, leaders must be there. We know that this will not be possible at all times, but if you can, try to make it to club at least 30 minutes before club starts. If you can, please join us for leader's prayer at 6:10 PM.

After club is as important, please stay until all the clubbers in your group are picked up. We also welcome anyone who is able to stay afterwards & help with clean up.

When club is over we ask all clubbers to remain in their home-rooms until a parent comes and picks them up. It is very important that leaders stay too. Again, there will be times when that is not possible, but please try to remain until all the clubbers in your group are gone. Under **NO** circumstances do we allow clubbers to go outside of the building to wait for their ride. In the event that an adult has not come to pick up their child by 8:45, contact the Club Commander.

AWANA is a Ministry!

Some people have a job in the church. Others get involved in ministry. What's the difference? If you're doing it because no one else will, it's a job. If you're doing it because someone else said it needs to be done, it's a job. If you do it because you are convinced it needs to be done, it's a ministry. If your concern is success, it's a job. If your concern is faithfulness, it's a ministry. It's hard to be excited about a job. It's almost impossible not to be excited about a ministry. If God calls you to a ministry, don't treat it like a job. God doesn't want us feeling stuck with a job, but excited and faithful to Him in a ministry.

AWANA is a ministry. Our purpose is to teach children the gospel of Christ, and train them to serve Him. There will no doubt be challenges during the club year. Schedules will be juggled, frustration will creep in, and there will be times that you might wonder if it is really worth it. We are the clay, He is the potter. He has equipped us for this ministry. Remember Philippians 4:13 says, "I can do all things through Him who strengthens me."

Finally, I would ask you to keep our Club and Clubbers in prayer. Pray for lives to be changed, both for the children and the leaders. Pray that each night will be safe and free from injuries. And pray that the will of God will be worked through this ministry. I thank God for your willingness to serve in our AWANA Club.



JOURNEY



*Join us on Facebook at: **Awana at the Rock***

Our AWANA Club is sponsored by:

**Christ The Rock
Community Church**

**4100 Old Clifton Road SW
Port Orchard, WA 98367
360-674-7000**

**Services are held on
Sunday at 8:45 AM & 10:30 AM**