



VBS 2013 Experienced Administrative Leadership

Purpose Statement

This one-hour conference plan is designed to assist experienced VBS Directors in leading LifeWay's Amazing Wonders Aviation VBS.

Resources to Collect

Resources to Collect

- *VBS 2013 Administrative Guide for Directors*
- *VBS 2013 Worship Rally Guide*
- *VBS 2013 Worship Rally DVD*
- *VBS 2013 Supersized Coaster Backdrop*
- *VBS 2013 Sampler and/or Super Sampler*

Step 1: Welcome Conferees at the Main Gate

- Name tags
- 2 swim noodles

Step 2: Park Operator

- *VBS 2013 Administrative Guide*

Step 3: The 6 Steps

- Number 1: Get in Line – What Are You Doing? (Purpose)
 - Bible Verse:
 - *VBS 2013 Visual Pack*
 - Bible Content:
 - *Masking Tape*
 - *Assignment #1 – Day Cards*
 - *Assignment #1 – Paul Cards*
 - *Assignment #1 – Life Application Cards*
 - *Assignment #1 – Bible Verse Cards*
- Number 2: Take Your Seat in the Car – Think About the Ride (Plan)
 - No additional resources needed

- Number 3: Go Up the Hill – Who is With You on the Ride (Enlist and Train)
 - No additional resources needed
- Number 4: Ride Down the Hill – Let People Know You are There (Promote and Publicize)
 - *VBS 2013 Tabletopper*
 - 8.5-by-11-inch piece of paper
 - Assignment #2– Promotion Cards
 - Tape
 - Gift bag
- Number 5: Loop-the-Loop: Take Names and Keep Track (Registration)
 - No additional resources needed
- Number 6: Come to a Complete Stop: The Ride is Over (Follow-Up)
 - *VBS 2013 Backyard Kids Club Kit*
 - *VBS 2013 Backyard Kids Club Directors Guide*

Step 4: Park Closing

- 2 swim noodles

Resources to Prepare

Step 1: Welcome Conferees at the Main Gate

- Place a name tag in each chair.
- Place the swim noodles at the front of the room.

Step 2: Park Operator

- No preparation needed.

Step 3: The 6 Steps

- Number 1: Get in Line – What Are You Doing? (Purpose)
 - Bible Verse:
 - Hang the *VBS 2013 Visual Pack* on the wall.
 - Bible Content:
 - Cut apart the Assignment #2 – Day Cards, Assignment #2 – Paul Cards, Assignment #2 – Life Application Cards, and Assignment #2 – Bible Verse Cards. Set them aside to distribute during the conference.
- Number 2: Take Your Seat in the Car – Think About the Ride (Plan)
 - No preparation needed
- Number 3: Go Up the Hill – Who is With You on the Ride (Enlist and Train)
 - No preparation needed
- Number 4: Ride Down the Hill – Let People Know You are There (Promote and Publicize)

- Cut the 8.5-by-11-inch piece of paper lengthwise to make two long strips.
 - Print church on one strip and community on the other strip.
 - Attach the church strip to the roller coaster side of the tabletopper and the community strip to the panoramic view side of the tabletopper.
 - Cut apart the Assignment #3 – Promotion Cards and place them in a gift bag.
- Number 5: Loop-the-Loop: Take Names and Keep Track (Registration)
 - No preparation needed
 - Number 6: Come to a Complete Stop: The Ride is Over (Follow-Up)
 - No preparation needed

Step 4: Park Closing

- 2 swim noodles

Resources to Copy

- Handout #1 (one per conferee)

Focal Wall Description

- Place a *VBS 2013 Supersized Coaster Backdrop* on the focal wall.
- Hang the *VBS 2013 Visual Pack* posters around the room.

Room Setup Description

- Arrange the chairs in a semi-circle.
- Place a nametag and copies of the handout in each chair.
- Cover display tables with *VBS 2013 Tablecloths*. Set out elements from the *VBS Colossal Coaster World Sampler* and/or *Super Sampler*.

Decoration Suggestions

- The conference room should resemble an amusement park.
- Decorate the room using a variety of resources available including Quick Scene Decoration Punch-outs, Wall Art, and Floor Prints.

Audio Visual Needs

CD Player

DVD Player and Monitor/Projector

Teaching Steps

1. Welcome Conferees at the Main Gate (5 minutes)
 - Play scenic footage and music from Worship Rally DVD.
 - Greet conferees at the door and welcome them to Colossal Coaster World.
 - Ask each conferee to find a seat and fill out a name tag.
 - Introduce yourself and summarize the purpose of the conference.
 - Open with prayer, asking God to help you trust Him through this year's VBS.

- Invite 4 conferees to stand in front of the group. Assign 2 people to ride the coater and 2 people to help with the props. Give the 2 swim noodles to the props people and ask them to demonstrate the following steps of riding a roller coaster. Give suggestions if they are needed. Allow conferees to be creative and show other ideas.
 - Get in line
 - 2 volunteers hold swim noodles as railings as other volunteers move through the line
 - Take your seat in the car
 - 2 volunteers pretend to sit in coaster as other volunteers move swim noodle down as safety bar (in front or over each shoulder)
 - Go up the hill
 - 2 volunteers grip onto safety bar and might look scared as other volunteers hold safety bar in place
 - Ride down the hill
 - 2 volunteers hold up arms and screams as other volunteers hold safety bar in place
 - Loop-the-Loop
 - 2 volunteers grip the safety bar as other volunteers hold the safety bar and all three turn in circles
 - Come to a complete stop
 - 2 volunteer give high five to each other with excitement as other volunteers move safety bar up
- Thank participants and say: "It looked like you had a lot of fun (or were terrified) riding the roller coaster today. As we learn about *Colossal Coaster World* we will discover that leading VBS is a lot like these same parts of 'riding' a roller coaster. Let's get started."

2. Park Operator (5 minutes)

- Say: "Have you ever watched people walk around at an amusement park? Have you watched their steps? You may see kids walking with fast and quick steps because they are excited. You may see kids taking anxious and timid steps because they are scared. You may see parents taking long, slow steps because they are exhausted!"
- Continue: "Not only do the steps people take determine where they are going, many times you can tell how someone feels as you watch them take step after step after step. They may be excited, scared, tired, or even indifferent. Here at *Colossal Coaster World* VBS directors are the Park Operators. And since you are in charge, people will watch the steps you take. Are you going to walk with excitement or are you going to drag your feet?"
- Ask conferees to open the Administrative Guide to page 1.
- Say: "Today we will discover how the 6 steps of riding a roller coaster are a lot like directing VBS. Fill in each step on your handout as go. (The answers to the handout are in bold for each step.)"

3. The 6 Steps (45 minutes)

- Number 1: Get in Line – What Are You Doing? (Purpose)
 - Purpose
 - Comment: "The **first** step to riding a roller coaster is to **get in line**. Sometimes the lines move fast and sometimes they move very slowly.

When you stand in line you may think, ‘What am I doing here?’ ‘Should I really be riding this?’ ‘Am I old enough to ride this coaster? Am I too old to ride this coaster?’”

- Share how Pastors and directors may experience the same questions as they prepare for VBS. Explain how the best Pastors and directors understand what they are doing, or their **purpose**, as they lead.
- Bible Verse
 - Comment: “Let’s get some basic understanding of this ‘ride’ we are about to experience.”
 - Explain that kids will learn one Bible verse for the week. Share how supporting scripture will be introduced each day. Kids will memorize 2 Timothy 1:7 and emphasize a portion of the verse each day.
 - Point to the verse from the *VBS 2013 Visual Pack* and invite conferees to say the verse from 2 Timothy 1:7 with you: “For God has not given us a spirit of fearfulness, but one of power, love, and sound judgment.”
- Bible Content
 - Say: “Another part of understanding the purpose at VBS is to know what we will teach.”
 - Explain how during the week at Colossal Coaster World, kids will learn about Paul. Each day they will be “dared” to do something.
 - Point out the 5 *VBS 2013 Visual Pack* daily session posters.
 - Distribute the Assignment #2 Day Cards, Paul Cards, Life Application Cards, and Bible Verse Cards to volunteers.
 - Ask the volunteers to attach all of the cards onto the correct posters.
 - Read the posters in order and explain the Bible content for the week:
 - Read the posters in order and explain the Bible content for the week:
 - ❖ Dare to Change: Day 1/Paul Obeyed/Kids can trust God and obey Him without fear/”For God has not given us a spirit of fearfulness.”
 - ❖ Dare to Speak Up: Day2/Paul Spoke Boldly/Kids can trust God to help them speak boldly about Him/”God has given us a spirit of...power”
 - ❖ Dare to Believe: Day 3/Paul Proclaimed Salvation/Kids can trust God’s plan of salvation and share His love with others/”God has given us a spirit of...love”
 - ❖ Dare to Stand Strong: Day 4/Paul Responded Wisely/Kids can trust God to help them have self-control and honor Him with their actions/”God has given us a spirit of...sound judgment”
 - ❖ Dare to Trust: Day 5/Paul Trusted God/Kids can trust God to give them the power to face their fears to matter what comes next/”For God has not given us a spirit of fearfulness, but one of power, love, and sound judgment.”
 - Guide conferees to look at the Park Itinerary on pages 8-9 in the Administrative Guide to see an overview of the learning for Preschool, Kindergarten, and Children.
- Number 2: Take Your Seat in the Car – Think About the Ride (Plan)
 - Ask: “Who remembers the second step of riding a coaster?”

- Say: “We have waited in line long enough. It is finally time to take our seat in the car.”
- Ask: “When you sit down in a roller coaster car, do you think about what is about to happen? Do you think about holding on tight to the safety bar or do you think about holding your hands high in the air?”
- Say: “Here at VBS, the ‘thinking’ about the ride is the planning phase.”
- Comment: “Having a plan for your VBS schedule is important. Look at each aspect of your VBS and spend time planning each component.”
- Briefly share each rotation site.
- Talk about the new aspects of the following areas:
 - Cotton Candy Café: Snack Cards now include a Bible story related option for each day
 - Missions rotation includes two short (2 to 3 minutes each) video segments per day, and two missionary families that will be followed all week.
 - IMB = Flocks, six kids, assigned to Bolivia.
 - NAMB = Pillays, originally from South Africa, assigned to Connecticut.
 - Mission project is Colossal Care Kits which can be distributed to local homeless individuals and shelters.
- Number 3: Go Up the Hill – Who is With You on the Ride (Enlist and Train)
 - Say: “Ok folks...we are on the third step. The ride has started. We are now officially going up the hill.”
 - Comment: “When I am sitting on a roller coaster, I always look at who is sitting next to me (my husband or kids) and make some kind of eye contact with them. Sometimes I have ‘excited’ eyes and sometimes I have ‘scared’ eyes. What is important is that I know the person I sit by. I want to experience the ride with someone I know.”
 - Share how filling the park with the correct people is essential in running an amusement park. Explain how enlisting and training the correct people for VBS is just as essential.
 - Say: “Training is an important part of VBS. According to Jerry Wooley, LifeWay’s VBS Specialist, ‘Statistics show that for every leader trained, 1.1 professions of faith are reported.’ What an encouragement to know that training leaders is key to fulfilling our VBS purpose.”
- Number 4: Ride Down the Hill – Let People Know You are There (Promote and Publicize)
 - Say: “We’ve finally reached the top of the hill on our coaster ride. The fourth step in the riding a roller coaster is to go over the top and ride down the hill. When I am riding a roller coaster I let everyone know how much fun I am having. I scream, and whoop, and holler as loud as I can. People around me cannot miss the fact that I am having a blast.”
 - Explain how promoting and publicizing VBS can be the same. Share how it is our responsibility to whoop and holler and let our church and community know how much fun they can have at VBS.
 - Say: “A great way to let people in your community know about your VBS is to first establish a promotion team.”

- Set up a VBS 2013 Tabletopper. Designate the roller coaster car side to represent your church. Designate the panoramic view side to represent your community.
 - Distribute the 12 adhesive notes.
 - Say: "Each volunteer will read the Promotion Card (Assignment #3) and decide if the idea is a church promotion or a community promotion."
 - Guide each volunteer to attach the Card on the appropriate side. Read all of the Cards aloud at the end to see if the answers are correct.
 - ❖ Send out a news release: community
 - ❖ Partner with a local amusement park: community
 - ❖ Print flyers: community
 - ❖ Make Facebook® and Twitter® announcements: community
 - ❖ Design a park guide or map brochure: community
 - ❖ Display the *VBS 2013 Promotional Banner*: community
 - ❖ Send out an email blast: church
 - ❖ Decorate with *VBS 2013 Window Signs*: church
 - ❖ Perform promotional skits: church
 - ❖ Show the promotional videos: church
 - ❖ Use the bulletin insert: church
 - Comment: "Other ways to promote are to plan kickoff and family night events."
 - Ask conferees to look at pages 41-42 for ideas.
- Number 5: Loop-the-Loop: Take Names and Keep Track (Registration)
 - Comment: "On our coaster ride we're about to approach the fifth step...the upside down loops. The best advice for this part of the ride is to hold on tight and push your head back on the headrest. When I ride I always know when the loops are coming. I keep track of where they are. I think the loops are the craziest part of the ride!"
 - Say: "Sometimes the craziest part of VBS is registration. But, as long as you keep track of people then it doesn't have to make you feel like you are upside down. It can be smooth."
 - Share how a Registration and VBS Attendance Record forms are found in the Administrative Guide.
 - Explain how churches can utilize VBS Tools Online to help them register kids and volunteers and manage their VBS through their customized VBS Tools Online site.
 - Number 6: Come to a Complete Stop: The Ride is Over (Follow-Up)
 - Say: "Whew...our coaster ride is almost over. Now we must wait until we have come to a complete stop to get up from the car. Once the safety bar is up, we will be free to exit the coaster. We have reached our sixth step and have come to a complete stop. We survived!"
 - Comment: "Many times at the end of the week of VBS we feel the same ride. The week is done and we survived. However, the work of follow-up has just begun."
 - Say: "After VBS we want to continue to connect with kids, families, and the community."

- Share how the “VBS Follow-up and Discipleship Plan” is provided on the CD-ROM of the Administrative Guide. Explain how the plan helps churches set up specific plans for effective and on-going follow-up after VBS is over.
- Explain how connecting with families is essential after VBS.
- Show conferees the VBS 2013 Backyard Kids Club Kit. Share how the kit is an all-in-one box designed for a club of about 20 kids. Emphasize that it follows the Colossal Coaster World theme and is a great way to take VBS out into the community.
- Say: “The kit contains:
 - Host folder
 - Music folder
 - Children Bible Study Folder
 - Preschool Bible Study Folder
 - Crafts Folder
 - Recreation Card sets for children and preschool
 - *VBS 2013 Music for Kids CD* and *VBS 2013 Music for Preschoolers CD*
 - DVD with choreography instructions and demos
 - Full-color teaching pictures and resources
 - Promotional window sign
- Explain how the kit is accompanied by a Directors Guide and can be used in your church’s neighborhoods or on mission trips around the world.
- Say: “When I think of a roller coaster I think of it going up and down and all around. That phrase can also help you remember where to find what you need as a Pastor and VBS Director:
 - Up – Look it UP in the Administrative Guide
 - Down – DOWNload information from the enhanced CD
 - All Around – Search ALL AROUND the website www.lifeway.com/vbs for ideas

4. Park Closing (5 minutes)

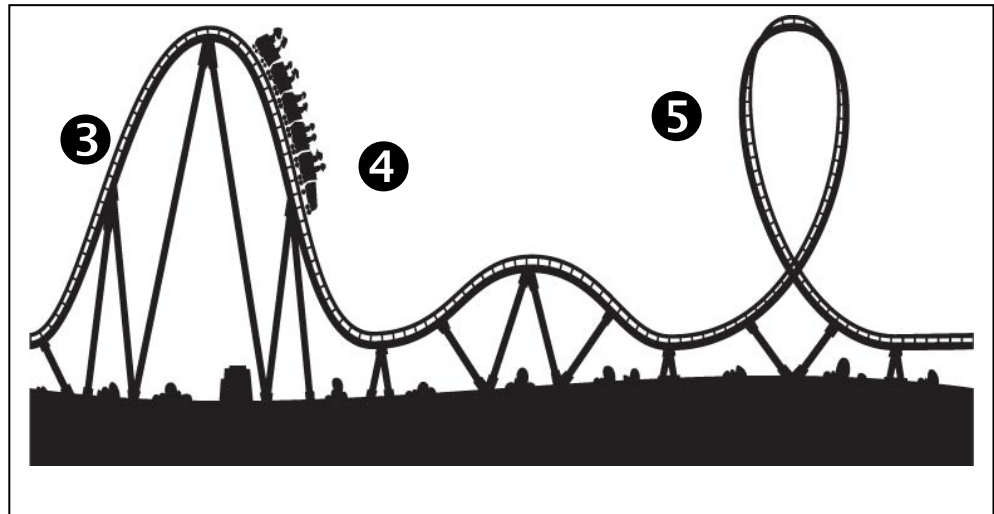
- Say: “As we prepare to end the conference today, let’s review the 6 steps of riding a roller coaster and directing VBS.”
- Invite 4 volunteers to stand at the front and go through each step. Guide conferees to shout out answers to help the volunteers remember the steps to riding a roller coaster and directing a VBS.
- Say: “I hope you have enjoyed your day at Colossal Coaster World and you have learned some new things about how to make your own VBS a success this year.”
- Thank conferees for attending.
- Close the conference in prayer.

Directing VBS is a lot like riding a roller coaster:



1

2



6

Roller Coaster

Directing VBS

1

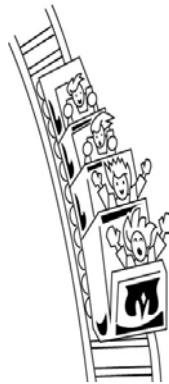
2

3

4

5

6



Assignment #1 - Day Cards



Day 1



Day 2



Day 3

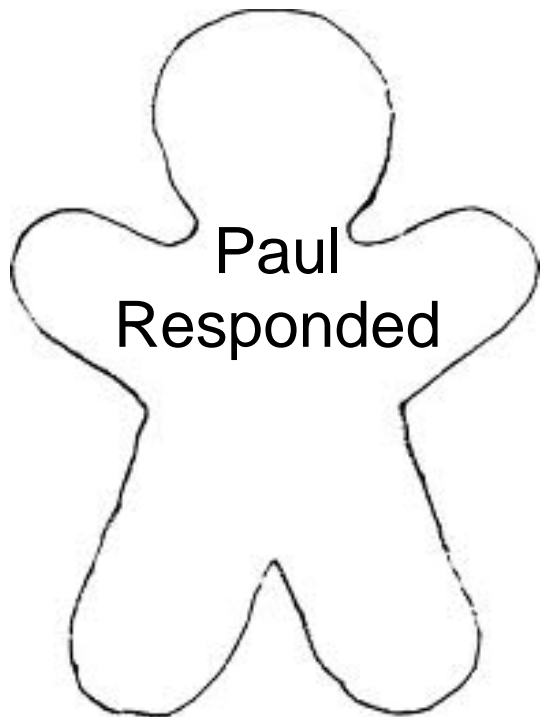
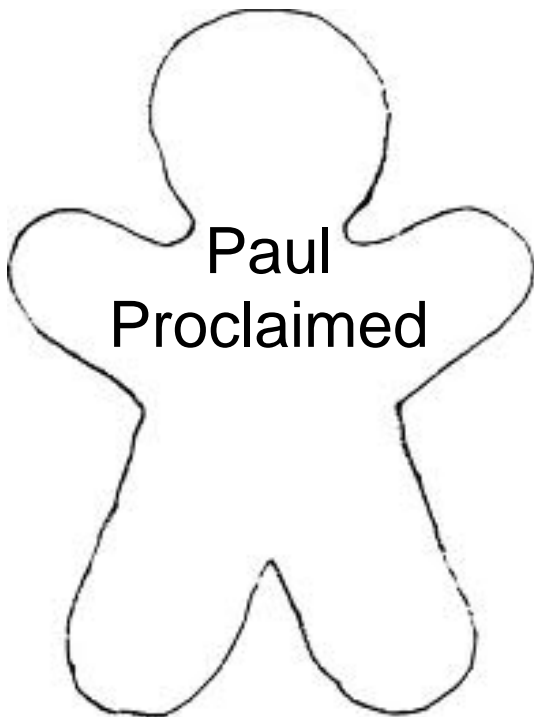
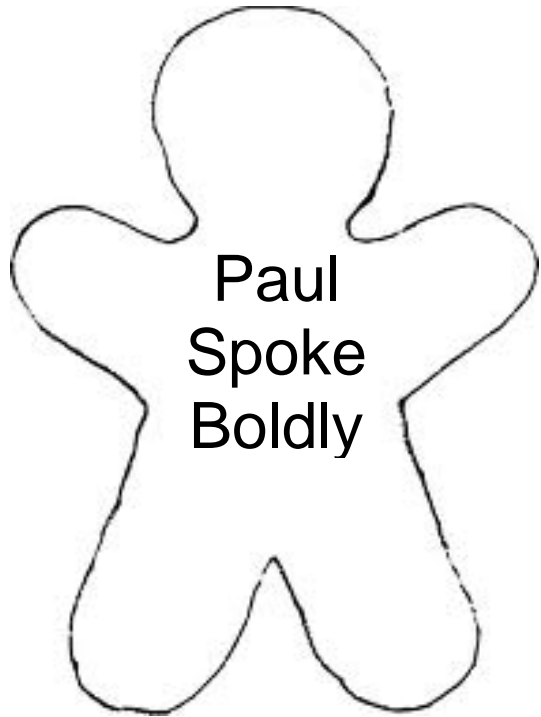
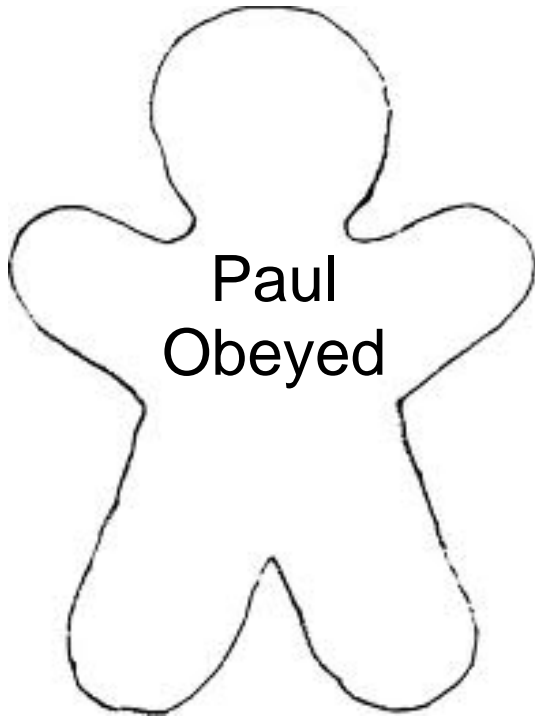


Day 4



Day 5

Assignment #1 - Paul Cards





Assignment #1 – Life Application Cards





Assignment #1 – Bible Verse Cards

For God has not given us a spirit of fearfulness



God has given us a spirit of... power



God has given us a spirit of... love



God has given us a spirit of... sound judgment



For God has not given us a spirit of fearfulness, but one of power, love, and sound judgment.



Assignment #2 – Promotion Cards

Send out a
news release

Make Facebook®
and Twitter®
announcements

Send out an
email blast

Design a park guide
or map brochure

Partner with a
local amusement
park

Use the bulletin
insert

Decorate with
VBS 2013
Window Signs

Display the
VBS 2013
Promotional Banner

Perform
promotional skits

Show the
promotional videos

Print flyers