

Onboarding Letter and Job Description for Lazarus Kids & Youth

Thank you for your interest in serving with Lazarus Kids or Lazarus Youth!

Please read this letter in its entirety.

You must complete the assignments contained within prior to serving with minors at Lazarus Church.

Kids and youth aren't just the future of the church. At Lazarus, we believe that they are an integral part of the body of Christ *now*. It is our obligation and privilege to assist in training them to, 1) understand their identity as a beloved Child of God, and 2) feel confident opening God's Word for themselves.

In my 15 years serving as a Director of Christian Education in parishes of various sizes, I have come to realize three critical things about ministry to youth and kids:

1. It is a vital ministry of the church *however* we only have less than 99% of a week with these kids. Parents or primary caregivers are the primary faith-supporters for them and our primary job is to come alongside them in their work and support them in this task.
2. If I could reverse-engineer the "perfect" student departing from youth and kids ministry and entering into the greater body of the church, it would be one who comes eager to learn and who is unintimidated by opening a Bible.
3. As leaders and volunteers working with minors, we must accept that children may not remember *what* we teach them but they will remember *how* they felt as they were being taught. We want them to feel as though God's Church is a place they are accepted and invited into a deeper understanding of who God is and what He has done for them.

Now down to the practicalities! If you have any questions about anything that follows, please do not hesitate to reach out. It can be difficult for me to talk uninterrupted on a Sunday morning due to worship and parenting responsibilities, but if you send me an email, I will answer it by Monday morning.

Our ministry and volunteer team is structured in this way (all team members are accountable to the DCE):

- Lazarus Kids
 - PreK3 - Kinder
 - 1st - 3rd Grade
 - 4th - 6th Grade
 - Substitutes (any class)
- Lazarus Youth
 - 7th - 12th Grade

The primary curriculum each class utilizes:

- **All classes** - [Lazarus Kids Quick Start Guide](#) (at the bottom of this letter)
- **PreK3 - Kinder** - The Jesus Storybook Bible & [TJSB Digital Curriculum](#) (bookmark this tab!)
- **1st - 3rd Grade** - A Child's Garden of Bible Stories + coordinating workbooks for Old & New Testament (no teacher's guide available but answers are straightforward)
- **4th - 6th Grade** - 120 Bible Stories + coordinating workbook + teacher's answer key
- **7th - 12th Grade** - Various

How to find out the assigned lesson for any given week:

1. Open the Planning Center Services app (or log in on your computer).
2. Click on the Sunday you want to see.
3. Click "Order" to view the service order.
4. Then scroll down in the plan to where it says "Lazarus Kids dismissal" -- if there is only one lesson visible, it means all classes are covering the same topic (for example, "TJSB Lesson 3 - The Terrible Lie" on January 21). If classes are covering different lessons/curriculum, you will see several options listed in this section.

Where student materials will be stored:

- This is the part where I feel most behind. Right now everything is in the "Lazarus closet" in our front office. We are hoping to sell the pipe & drape cart and order another cart specifically for Lazarus Kids IF we get the Trinity Klein grant (we'll hear back in March). In the meantime, we may have to store student booklets in a box inside the pipe & drape cart.
- If your class curriculum requires print materials, I will get those to you in the next two weeks so you have a copy at home and can start familiarizing yourself with it!

ACTION REQUIRED

In keeping with our newly-adopted policies as a chartered congregation, moving forward we need ALL people involved with ministry to children to complete the following:

1. **Read** the [Lazarus Church Volunteer Manual](#).
2. **Complete** child abuse prevention training ([link here](#)).
3. **Read** the Child Safety Training Checklist (pp. 9-13 of the Volunteer Manual)
4. **Sign and return** the Volunteer Statement of Acknowledgment and Agreement (p. 13 of the Volunteer Manual)
5. **Complete** a background check

Thank you for investing your time in the education AND safety of Lazarus Kids!

Quick Start Guide for Teaching Lazarus Kids

READ THIS FIRST:

A consistent classroom structure helps children know what to expect even when teachers change from week to week. The lesson plan format below keeps the “big rocks” of Lazarus Kids the same from week to week while allowing you to add your own flair.

If you have an idea for something you would like to do that is outside of the norm (i.e. leaving the assigned classroom space, being louder than usual, etc.) let Pastor Mark or DCE Laura know ahead of time. If you need special supplies not available in the box, you may purchase yourself and submit a receipt (up to \$25 without prior approval) or let Laura know (5-7 day's notice is requested).

You will have 20-25 minutes of teaching time. Keep in mind that it goes quickly; you will probably need less content than you think!

Each week's assigned Bible lesson can be located in Planning Center Services. Click on the date you are assigned to teach. Then click “Order” to see the service order. Scroll down to “Lazarus Kids dismissal.”

| | PreK3 - Kinder | 1st - 3rd | 4th-6th |
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| Introduction | Welcome students and do introductions if there are any new students. Briefly review your expectations (ex. raise hands before speaking, be kind, share art supplies, etc.) | | |
| HOOK <i>Briefly catch everyone's attention with an interactive element</i> | <ul style="list-style-type: none">• Sing a song.• Tell the story in your own words or have the kids act it out.• Ask a question relating to the Bible story topic. | <ul style="list-style-type: none">• Sing a song.• Tell the story in your own words or have the kids act it out.• Ask a question relating to the Bible story topic. | <ul style="list-style-type: none">• Pass out coloring pages (some kids like to color while they listen to the story).• Ask a question relating to the Bible story topic. |
| BOOK <i>Read the assigned Bible lesson.</i> | The Jesus Storybook Bible | A Child's Garden of Bible Stories | 120 Bible Stories |
| LOOK <i>Go deeper with the story.</i> | Utilize TJSB Curriculum for ideas. | A Child's Garden of Bible Stories: OT or NT Workbook | 120 Bible Stories Activity Book |

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| TOOK <i>Invite students to apply the story to their lives.</i> | <ul style="list-style-type: none"> ● Coloring sheet or craft project. ● Ask observation questions about the story. | <ul style="list-style-type: none"> ● Coloring sheet or craft project. ● Ask observation questions about the story. | Utilize the “For Reflection” questions at the end of each story. |
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Laura’s Cell: 512-350-8130