

First Baptist Church of Downey

Adult and Student Leaders Roles, Responsibilities, and Resources

2016 - 2017

Dear Leader,

Yep! Regardless if you choose to accept a formal title or not, you ARE a Leader. There are always people who watch what you say, what you do and how you respond. We will either attract people or drive people away. We will either draw people to Christ or drive them away. My hope and prayer is that you will choose to become an active leader and will choose to grow and as you grow, to help others in growing as well. Over the next several pages, we will look at the following things:

1. What is expected of ALL Leaders
2. Roles leaders can play
3. Ways we will work together and communicate
4. The process we will select future leaders
5. Your Role
6. Next Steps

As we look over a fair amount of information, please note that this is NOT an answer everything guide. Processes and procedures can be great. However, we also want to be open to God's Spirit moving and also acknowledging that everyone has different perspectives, backgrounds, needs and individual circumstances. (i.e. there are some children that spanking works well. Other children could receive a stern look and it would accomplish the same thing)

If you have not already, take a minute and actually PRAY.

Ask God to soften your heart and open your mind.

Ask God to draw in families.

Ask God to show you things that you need to work on in your own life.

Ask God to raise up leaders.

Ask God to soften your heart to other leaders, adult and student.

Ask God to protect the students.

Ask God to soften your heart to students in the area.

Ask God to protect the other leaders.

Ask God to bring in new students.

Ask God to protect you from the enemy.

Ask God to humble you and to help you have a teachable spirit.

Ask God to help guide our church leaders

First Baptist Church of Downey Adult and Student Leader Requirements

1. Have a personal relationship with Jesus Christ as their Lord and Savior.
2. Actively pursuing growth in their relationship with Christ.
3. Must be an active member of FBCDowney / Student Leaders need to be active for a minimum of 6 months prior.
4. Maintain an 80 % attendance rate *
5. Participate in or lead a Small group Bible Study or Sunday School Class *
6. Attend Worship Service on a regular basis. *
7. Attend a Leadership meeting at least once every other month (Unless cleared AHEAD OF TIME by the Student Ministries Pastor)
8. Communicate with appropriate leaders before, during and after ministries as appropriate.
9. Show up at least 5 minutes early for their specific duties.
10. Be teachable
11. Be humble – follow and assist as necessary in a positive manner
12. Connect with my team at least once a month.
13. Pray weekly for the youth group, myself, other leaders and the ministry at FBCD.
14. Will attend at least one activity a semester that promotes personal growth and training. (Ignite Teams, Leader Retreat, Turn Your Campus, YSTeamTraining, CMTA, National UYWI, Catalyst)
15. Will participate in at least 6 Student Ministry Events a year
16. Will participate in at least 4 Service/Evangelism/Outreach/Missions ministries a year (VBS, Beacon Light, Trunk or Treat, Jill's House, Operation Christmas Child)
17. Will approach conflict as is mentioned in Matthew 18. (Approach the individual FIRST, Bring a second non partial person into the discussion, Take this to another person in authority. – Students get an adult, Adults, take to the Student Ministry Pastor)
18. Maintain a good testimony at home and at school (Relationship with family, grades etc.)
19. When I struggle with my responsibilities, I will seek help from peers, other leaders, and pastoral staff.
20. If I cannot follow through with my responsibilities, I will voluntarily step down until I can fulfill these responsibilities.

Name _____ Signature _____ Date _____

Parent/Guardian Name _____ Signature _____ Date _____

Role(s) Committing To: _____

Adult Leader Roles

(In *addition* to the Requirements)

Sunday School Teacher

- Will attend Sunday mornings on a weekly basis
- Will help in development of the Sunday School Curriculum
- Will teach a minimum of 2x a month
- Will work with Assistant Sunday School teachers
- Will recruit at least 2 Assistants a year
- Will meet with the Sunday School teaching team at least 2x a year
- Will meet with the Student Ministries Pastor once a quarter
- Will email or call the Student Ministries Pastor at least once a week with a follow up.

Assistant Sunday School Teacher

- Will attend Sunday Mornings on a Regular basis
- Will teach Sunday School at least once every two months
- Will support in taking attendance and Prayer Requests.
- Will support the Sunday School teacher in helping the class to stay focused and participating
- Will assist in any disciplinary issues
- Will assist in leading Small groups

Sunday School Assistant

- Will attend Sunday Mornings on a Regular basis
- Will teach Sunday School at opportunity arises
- Will support in taking attendance and Prayer Requests.
- Will support the Sunday School teacher in helping the class to stay focused and participating
- Will assist in leading Small groups

Worship Assistant

- Will work with worship team in setting up
- Will work with worship team in selecting songs
- Will work with the worship team in leading worship

Tech Lead

Will attend Sunday mornings on a weekly basis

Will help in development of a tech rotation (Lights, Sound, Media) For Sundays, Mid week and Special Events

Will help provide one day training classes at least 3 times a year

Will work with Tech advisors

Will recruit at least 2 Tech Advisors a year

Will meet with the Tech team at least 2x a year

Will meet with the Student Ministries Pastor once a quarter

Will email or call the Student Ministries Pastor at least once a week with a follow up.

Tech advisor

Will help make sure the Tech booth is properly staffed at the current event

Will make sure appropriate equipment is set up and put away

Will make sure the equipment is properly turned on and off

Will work with Teachers, Pastors, Worship leaders to provide appropriate support

Will provide appropriate feedback to the necessary leaders

Will assist in training as necessary

Small Group Shepherd

Will help focus and direct small groups

Will make sure EVERY Student has an opportunity to share Thoughts/Praises/Prayer Requests

Will work with student leaders to develop leadership skills

Will work with student leaders to stay focused

Will work with students to maintain the balance of the Biblical and the Practical (Cover the material)

Will connect with Small group students on a monthly basis

Will connect with Student Leaders on a weekly basis

Mentor (for Student Leaders Based on POSITION – See Student Leader Roles)

Will meet with Student leader on a Monthly basis

Will encourage and Support Student Leader accomplish their given tasks.

Will connect with Student Leader on a WEEKLY basis

Student Leader Roles

(In *addition* to the Requirements)

Small Group Leader

Will help the group focus on the appropriate material

Will help make sure every student gets to share and be heard

Will work with adult leaders to present an excellent small group experience for the entire group

Will share needs and concerns with adult leaders

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

Prayer Lead

Will help assemble a team

Will help in finding creative ways to share and pray

Will help with a prayer focus at least 4 times a year

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

Retreat Lead

Will help in the development of at least one Retreat a year (Minimum of two days)

Will work with at least two adult leaders and two student leaders

Will address the need for Spiritual refilling as well as community fellowship

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

Publicity

Will help assemble a team

Will help in providing opportunities to know what is going on (Print, Verbal, Electronic, Etc)

Will help in publicizing Birthdays AHEAD of TIME

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

Recreation Lead

- Will help in providing options for games and rec at least 3 times a month
- Will help in recruiting students and adults to help in leading activities
- Will make sure there are enough supplies and leaders
- Will acquire equipment BEFOREHAND and will put equipment away AFTERWARDS
- Will search for a variety of fun activities for all ages and physical capabilities
- Will help recruit at least one additional student leader a year
- Will help with at least 6 activities a year

Missions/Service Lead

- Will help in providing options for service and missions at least 4 times a year
- Will help in recruiting students and adults to help in leading activities
- Will make sure there are enough supplies and leaders
- Will acquire equipment BEFOREHAND and will put equipment away AFTERWARDS
- Will seek to branch out options to learn, serve, grow and sacrifice.
- Will help recruit at least one additional student leader a year
- Will connect with the Missions/Outreach Team at least once a year
- Will help with at least 6 activities a year

Worship leader

- Will help select a team to lead worship (Vocal and Instrumentals)
- Will help select songs that are appropriate and attainable for the group
- Will help select people to read scripture and to pray
- Will help lead worship
- Will help select 3 new Worship songs a year
- Will work with at least three adult Leaders
- Will work closely with Tech Leaders
- Will help raise up at least 2 student worship leaders a year
- Will help with at least 6 activities a year

Devotional Lead

Will help assemble a team

Will help in teaching midweek and during specials

Will share a devotional at least 4 times a year

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

High School Rep (2)

Will help assemble a team

Will help in finding creative ways to connect and to grow

Will help with a special High School event at least once a semester

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

Middle School Rep (2)

Will help assemble a team

Will help in finding creative ways to connect and to grow

Will help with a special Middle School event at least once a semester

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

Tech Lead

Will help assemble and work with a team

Will help make sure equipment is properly maintained

Will work closely with Worship Leaders

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

Student Newsletter Editor

Will help assemble and work with a team

Will help assemble and produce the Youth Newsletter

Will help recruit at least one additional student leader a year

Will help with at least 6 activities a year

How this all comes together

We cannot do everything. Most of us have 'full plates'. However, when we look at the church, the needs in the church and the needs outside of the church, there are WAY too many holes. People get left behind. Ministries get left undone. Rooms get cluttered and things get messed up.

The only way all of this can come together is that God has to inhabit his church. The church needs to actually BE what it was intended, God's hands and feet.

Titus 2 gives the guideline of older people training up younger people.

Everyone has a part to play. As the Student Ministries Pastor, my part is to listen to God's leading and follow the direction that He gives me 1, through my own time with God and 2. Through the direction I get from the Senior Pastor.

Adult leaders should have opportunities to work in their strengths and their calling. They should lead by example and then to pour into students through love, care, and leading with their gifts.

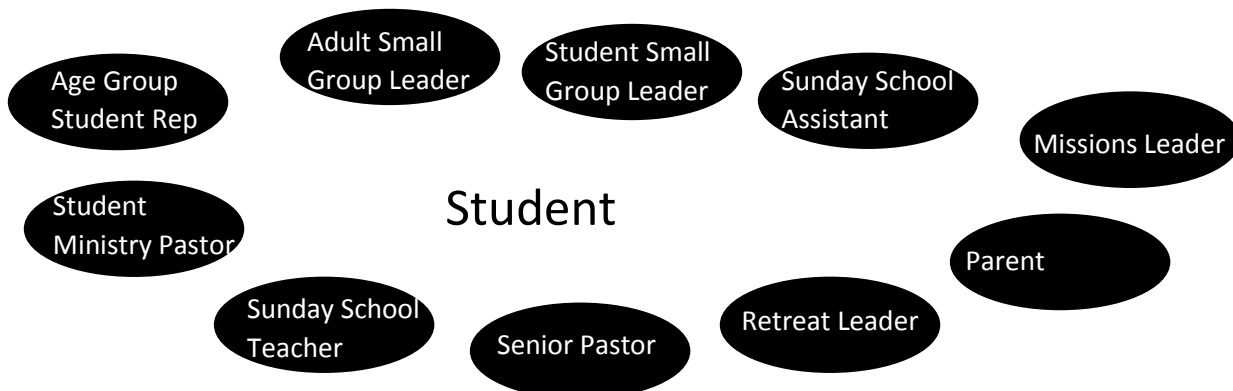
As much as I and the adult leaders may want to love and care for the students, we cannot physically be there all the time. Long term, that is not physically possible. Realistically, students have greater potential to lead themselves because they are actually with each other. On campus, in the locker room, in classes, with the teams, and in in the clubs, students need to learn to lead and to own their own faith.

Part of what we want is to provide save opportunities to learn and to grow. But life is not always neat and tidy. Life can be messy and harsh. We would like to provide students here with opportunities to grow and learn.

Here are FBCD, we will probably not be able to address everything, but we can do the best we can.

Our hope is that we desire every participant to be Prayed For, Prayed with, Loved, and Discipled.

Here is a visual of our approach.



Selecting Student Leaders

At the beginning of May 2016, we will start by seeing where people are interested, who is available and who will step forward. This is not a surefire way to select, but to move forward in 2016 to finish the school year well, this will be how we will start off the year.

1. Present options
2. Adults and Students will sign up
3. Responsibilities will be finalized.
4. Small Groups will be finalized by the end of January

For the 2016-2017 year

The selection process will begin at the end of April. (Roles will be passed out)

Applications will be accepted throughout May.

Graduating Seniors can share their thoughts

Adult leaders will weigh in

Final Leadership roles will be announced by June.

Your Role

1. Make some time and pray. Ask God to give you peace and to direct you.
2. Write down some of the things that interest you. Why does it interest you? What experience do you have? What experience would you like to get?
3. Who are some people that you would like to work with? Who are some people you would like to learn from?
4. How willing are you to put aside some of your personal preferences for the good of the whole group? Leadership does not always come easy and some times, the cost is high?
5. What have you done in the past? Are you comfortable with that? Would you like to do more? Would you like to do different?
6. What will grow you socially?
7. What will grow you spiritually?
8. What are ways you can balance your life better?

Next Steps

Turn in your form

Contact Jackson

Pray for what is next

Make a list of the things under your responsibilities that you currently like or appreciate

Make a list of things under your responsibility you want to change or adjust

Make a list of ways we can address the concerns

Make a list of people who will help you in that process

Pray for God to supply