

Job Title: Sunday School Educator

Contacts: Pastor, Office Manager, Session Liaison

Supervisor: Calvary Session

Church Membership: Not Required

Spiritual Level: Moderate

Spiritual Gifts: Compassion, Encouragement

Talents/Abilities: Dependable, friendly, enthusiastic, creative, organized, ability to work with other volunteers, relates well with children

Time Commitment: Two hours on Sunday, Maximum of 3 hours per week

Duration of Commitment: Minimum of one year.

Duties and Responsibilities:

- Have all supplies in the classroom prior to class.
- Prepare and guide Bible learning activities from the provided Bible curriculum.
- Assist in Preparing curriculum, activities, crafts, and class materials prior to class.
- Teach the Bible lessons in a creative way so that children will learn and grow in their faith.
- Stay in the classroom at all times when children are under your supervision. Never leave children unattended in the classroom.
- Take children to the bathroom according to the Church's policies and procedures.
- Report damaged equipment or safety hazards to the Church Office
- Report needed classroom supplies to the Church Office.
- Send follow-up postcards to visiting children.
- Leave room clean, neat, and in good condition after lessons.