

# Volunteer Sunday School Teacher Job Description

Position Type: Volunteer

Schedule: Sundays, 9 - 10:15 am

Duration: One-hour class each week, Mid-September through Mother's Day

Reports To: Sunday School Coordinator/ Youth Director

## Position Overview:

The Volunteer Sunday School Teacher is responsible for leading a one-hour Sunday school class for children [varies, 3k-5th]. This includes a music class integrated into the session. The teacher will create a welcoming and engaging environment, teaching biblical principles through stories, and activities.

## Key Responsibilities:

- Prepare and Teach Lessons:
  - Plan and deliver engaging Bible lessons appropriate for the age group.
  - Use provided curriculum and resources or develop additional materials as needed.
  - Incorporate interactive activities such as crafts, games, and storytelling to enhance learning.
- Support Music Class:
  - Encourage participation and create a fun, musical learning environment.
- Classroom Management:
  - Create a safe, welcoming, and respectful classroom atmosphere.
  - Manage classroom behavior positively and effectively.
  - Ensure all children are engaged and included in activities.
- Build Relationships:
  - Develop positive relationships with children, parents, and other church members.
  - Communicate regularly with parents about their child's progress and class activities.
- Safety and Compliance:
  - Follow church policies and procedures for child safety and protection.
  - Report any concerns or incidents to the Sunday School Coordinator promptly.
- Collaborate:
  - Work with other Sunday school teachers and church staff to coordinate activities and share resources.
  - Participate in occasional training sessions and team meetings.
  - Provide insights or attend Sunday school teacher meetings once per month to discuss upcoming events or needed planning.

## Qualifications:

- Faith Commitment:
  - A committed Christian with a strong personal faith and a desire to share the love of Jesus with children.
  - Agreement with the church's statement of faith and mission.
- Skills and Abilities:
  - Ability to communicate with children.
  - Ability to engage children and manage a classroom effectively.
- Experience:
  - Previous experience in teaching or working with children is preferred but not required.
  - Familiarity with Sunday school programs and children's ministry is a plus but not required.

- Personal Attributes:
  - Patient, enthusiastic, and creative.
  - Reliable and punctual.
  - A team player with a positive attitude.

### **Trainings Available:**

- Child Protection Training: (REQUIRED)
  - Required training to ensure the safety and well-being of children.
  - Covers church policies, recognizing and reporting abuse, and creating a safe environment.
- Teaching and Classroom Management: (OPTIONAL)
  - Workshops on effective teaching strategies and classroom management techniques.
  - Tips for engaging children and maintaining a positive classroom atmosphere.
- Curriculum and Lesson Planning: (OPTIONAL)
  - Training on using the provided curriculum and developing supplementary materials.
  - Best practices for lesson planning and delivery.
- First Aid and Emergency Procedures: (OPTIONAL)
  - Basic first aid training and emergency response protocols.
  - Ensuring the teacher can handle minor injuries and emergencies.

### **Time Commitment:**

- One hour each Sunday for the class, plus additional time for lesson planning and preparation (approximately 1-2 hours per week).
- The position may be shared and therefore becomes only every other week commitment.
- Attendance at occasional training sessions and meetings.

### **Benefits:**

- The opportunity to make a meaningful impact in the spiritual growth and development of children.
- Personal spiritual growth through teaching and interaction with the church community.
- Fellowship and connection with other church members and volunteers.

### **Application Process:**

Interested candidates should contact Kristin WhiteHorse at [youth@shawanozion.org](mailto:youth@shawanozion.org) or fill out an application form available at Zion Lutheran Church Office/Website.

Note: All volunteers must complete a background check and child protection training.