

NAME _____

JOB _____



VOLUNTEER GUIDE 2016

For he has rescued us from the dominion of darkness and brought us into the kingdom of the Son he loves, in whom we have redemption, the forgiveness of sins.

COLOSSIANS 1:13-14



WELCOME

GREETINGS, MY LORDS AND LADIES! Thank you for volunteering to serve at Grace Kids Adventure Week this year! KINGDOM QUEST Adventure Week will be held June 27-July 1 from 5:00-8:15 PM. We are looking forward to spending the evenings with you!

Through our Medieval castle theme and the Kingdom parables found in the gospels, the kids will be learning about the Kingdom of God and that being in His kingdom is more important than anything else! At every station, in the skits, and through the music, we want kids to learn that God “has rescued us from the dominion of darkness and brought us into the kingdom of the Son he loves, in whom we have redemption, the forgiveness of sins.” (Colossians 1:13-14)

Our mission for Adventure Week every year is to clearly share the gospel with our community and families at Grace. Please remember, it is not your goal to pray a prayer of salvation with the children. We believe this is the role of the parent or other significant adult in that child’s life. However, it IS your goal to see that all the children leave at the end of the week with a greater understanding of what Jesus did for them on the cross and a hunger and thirst to know him more.

Please read through this Volunteer Guide carefully BEFORE Adventure Week begins. Please contact one of us on the Adventure Week Leadership Team if you ever have questions, problems, or have a prayer request during the week of Adventure Week. Please email us at adventureweek@graceefree.org.

If you get sick or need to have a sub, please contact our Volunteer Coordinators, Kristin Rich and Jessica Ng at awvolunteers@graceefree.org.

We have our own volunteer website! It has a lot of information and resources for you including a Frequently Asked Questions page. Check it out at www.graceefree.org/aw-volunteer

We have a kids website too. It has parent resources and the music downloads. This is also where parents will register their kids. Check it out at www.kidsadventureweek.org

We appreciate your willingness to serve the families of Grace and our community. This week would not be possible without you! Please remember to be in prayer for the kids that will come to Adventure Week and your role in the week.

-The Adventure Week Leadership Team

Betsy Clark & Laurel McMillen- Admin
Kristin Rich & Jessica Ng- Volunteers
Lori Brokke- Décor
Laura Tucker & Joni Talley - Meals/Snacks/Cafe
Christi Watson & Amanda Oakes- K-6th Grade
Liz Fong & Kathryn Kuranaga- Preschool



CONTENTS

ALL VOLUNTEERS.....	6
VOLUNTEER ROOM/CHECK-IN	6
GENERAL PROCEDURES.....	6
RESTROOM PROCEDURES.....	7
EMERGENCY PROCEDURES.....	7
REPORTING ABUSE.....	7
SHIRTS.....	8
MEALS.....	8
COINS FOR MISSIONS.....	8
K-6th VOLUNTEERS.....	9
K-6th Team Leaders.....	9
Overview.....	11
Schedule.....	12
PRESCHOOL VOLUNTEERS.....	13
Preschool Team Leaders.....	14
Overview.....	15
Schedule.....	16
JOB DESCRIPTIONS.....	17
IMPORTANT DATES.....	20

ALL VOLUNTEERS: Important Information

VOLUNTEER ROOM AND CHECK-IN

Room C-4 (downstairs by lower playground gate) will be set up as our Volunteer Room. It is important that you come to this room first when you arrive each night. You will need to pick up your nametag and sign in. If you are a team leader, you will need to pick up your team bag. We will have any announcements written up on the board. You may leave your personal belongings in this room. We will keep it locked from 6:30-8:15.

Please bring your own water bottles each night. We will have water jugs where you can refill your water bottles, but due to our limited budget we will not provide water bottles or cups. In our volunteer room, we will have treats at the end of the night, as well as a place to write down any prayer requests for yourself or kids you interact with. Raelyn Randall is our Volunteer Support Leads this year, and we are sure she will take good care of all of you! At the end of the night PLEASE return your nametag and team bag to the Volunteer Room.

GENERAL PROCEDURES

The following are guidelines that we expect ALL Adventure Week volunteers to follow when working with children.

- Never leave a child unattended and closely monitor all children's activities.
- Please DO NOT use your cell phones unless you are checking the time.
- Do not take pictures of the kids with your own phone or camera. We have a photography team that will be taking pictures.
- Please arrive no later than 5:30 each night. If you must be late, please inform one of your team members so they can cover for you.
- Greet each child (and parent) cheerfully by name when he/she arrives. Check to make sure they have a name tag and wristband, and take note if they have any allergies noted on the class list that will be brought to you each night.
- Always wear your nametag and AW shirt so parents and others know you are a volunteer.
- If a child has a minor injury, please use the first aid kits that are in the classrooms or come to the Information/First Aid booth on the patio. Fill out an incident report form, have the parent sign it at Check-out, and give it to Sheryl McGeorge at the Info/First Aid Tent. These forms are found inside all First Aid kits or you can get one from Sheryl.
- If a child has a serious or significant injury, send someone to the Information/First Aid booth immediately and/or call 911. There will be a nurse on duty at the Information/First Aid booth every night from 5:30-8:15.

RESTROOM PROCEDURES

- **Only women change diapers or accompany children to the restroom.**
- IN K-6TH, CHILDREN MAY ONLY BE TAKEN TO THE RESTROOM DURING THE CRAFT OR GAME STATIONS. You must take 2 kids (or more) at a time (2 boys or 2 girls)
- For K-6th grade, a woman will take the child(ren) to the bathroom in the East Sanctuary, check to see if the bathroom is empty, then wait by the door until the child is done.
- IN PRESCHOOL, CHILDREN MAY NOT BE TAKEN TO THE BATHROOM WHILE AT THE BIBLE STATION.
- For children in Preschool, a woman will take the child to the bathroom in their classroom or playground bathroom and help him/her as needed.
- Please make sure that only one child at a time is in a restroom stall.
- Make sure the children wash their hands after they use the restroom.

EMERGENCY PROCEDURES

In the event of an emergency, the team leaders will lead the children with their team flag through the gate to Benton field (on the south side of our campus). The children will sit with their teams until the Leadership team has determined if it is safe to return to campus. If there has been an emergency exit during check-out time, or if it has been determined to be unsafe to return to campus, parents should pick up their children from Benton field. We will follow the same procedures with collecting nametags and checking wristbands at the gate.

REPORTING ABUSE

Legally, we must make this information known to you. Please see Betsy Clark, Laurel McMillen, Mary Stranske, or Melanie Floyd if you have concerns about a specific child.

Suspicious behavior is to be reported immediately! Any inappropriate conduct or relationships between an adult volunteer or paid worker and a member of the youth group or a child should be confronted immediately and investigated. Prompt warnings should be issued when appropriate, and the situation monitored very closely. Any adult worker's services are to be terminated immediately for continued violations of such warnings, or for a single violation of sufficient gravity. Church staff should note when a member of the youth group appears aloof or withdrawn, or exhibits a marked personality change.

All volunteer and paid leaders, teachers, and child care workers of Grace EV Free Church of La Mirada & Fullerton, involved with children and youth shall immediately report any suspicion of child abuse of which they have knowledge or have observed to the Pastor, Youth Pastor or Children's Ministry Leader. The Pastor, Youth Pastor, or Children's Ministry Leader shall immediately, in conjunction with the initial reporter, complete State of California Suspected Child Abuse Form SS-8572. A determination will be made whether an emergency child abuse report must be made to the Police Departments 911 line. If the determination is made to file a Child Abuse Report with Child Protective Services, every effort shall be made to remain in contact with the families of those involved to provide follow-up support and assistance in any way possible. Any allegations of abuse by a Grace EV Free Church volunteer or paid staff member will be responded to immediately.

SHIRTS

We ask our volunteers to wear an Adventure Week t-shirt EVERY night. The shirts help make our team visible to the kids and parents. You are free to “modify” or decorate your shirt if you wish, as long as it is modest and appropriate.

MEALS

Families and volunteers are invited to eat dinner together before our program begins. Dinner will be served each night from 5:00 to 6:00 PM for \$2.00 per child (12 and under) and \$3.00 per person (age 13 and up). You can pre-pay for the week and save \$! \$8 for kids and \$10 for adults to eat for the week! You can pay for meals ahead of time with a credit card on our Adventure Week website or with cash at Adventure Week. Volunteers must pay for dinner and you can start eating at 5:00. All the meals are cooked and served by the Grace Groups from our church. We try our best to make sure the meals are as nutritious as possible. We also have a table with peanut butter and jelly sandwiches at every meal.

MONDAY: pizza and grapes	TUESDAY: hot dogs, chips, watermelon	WEDNESDAY: Chick-Fil-A, chips, orange slices	THURSDAY: Gondola’s pasta, salad, bread	FRIDAY: hamburgers, chips, carrots with ranch dip
---------------------------------------	---	---	--	---

COINS FOR MISSIONS

Every year we collect coins each night for a missionary that our church supports. Each night we collect a different type of coin. In past years our kids have helped build a well in Africa, help a missionary family ship their belongings overseas and buy a water cistern. We will announce our Coins for Missions project at our first Opening Meeting. Encourage the kids you work with to do extra chores around the house this week to earn coins. Each night we have the kids bring different kinds of coins:

MONDAY: Pennies	TUESDAY: Pennies/Nickels	WEDNESDAY: Dimes	THURSDAY: Quarters	FRIDAY: Dollars
---------------------------	------------------------------------	----------------------------	------------------------------	---------------------------

ELEMENTARY (K-6TH) VOLUNTEERS

K-6th BEHAVIOR MANAGEMENT PROCEDURES

We expect the teams at the stations to be under control at all times. Under control does not mean that children will always be quiet or sitting still, but they will be listening, obeying, and respecting the teachers and other children. **Team leaders** are responsible for managing their group's behavior while at each station.

- Hitting, kicking, biting or bullying is not permitted.
- Disrespect to adults or other children is not permitted.
- Leaders should never hit, slap or spank children.
- Behavior problems should be dealt with by redirecting a child, encouraging positive behavior and, if needed, taking the child to the side and instructing and admonishing them to behave appropriately. Children may at times need to be removed from group activity for a short time if misbehavior continues. When a child continues to misbehave, please ask someone on the AW Leadership Team for assistance.

Friday Closing Programs – K-6th

Families are invited to the Closing Program from 7:50-8:30 PM. The kids will sing and share their memory verses with their families. Please follow the schedule carefully as the times for rotations are different on Friday. All teams need to be seated on the stage in the West Sanctuary at 7:50. Please make sure you have said your good-byes before the meeting. **DO NOT** take their nametags as they will need them for Check-out. We will dismiss kids to their parents from the stage and they can check out as usual from 4 different exits.

K-6TH TEAM LEADERS

You will lead a group of 15-20 kids for the week and serve in a camp counselor-type role. You will be the most consistent person in their lives this week so please make the most of every opportunity and seek to show them Jesus in all your words and actions. When you arrive you will need to get your team bag, eat dinner quickly, and then sit by your flag on the walkway on outside of the West Sanctuary (Preschool on the playground). As your group finishes their dinner, they will come line up by your flag. Please have one leader from your team be at your flag by **5:40 pm**.

You are welcome to come up with team cheers or decorate your AW shirt to show your team spirit. Please **DO NOT** decorate your team flag as we use them every year. The more team spirit you have, the faster your group will bond. Be on the lookout for new kids who may need help getting to know the other kids in your group. If you have a child on your team who you think may need some extra help, we have One2One Buddies available. Please find Jen Hochadel (One2One Lead) or one of us on the AW Leadership Team to help get the child a buddy.

CHECK-IN: When kids arrive each night they will visit the Registration area first. If you are a team leader, we would love to have some of you standing near the Registration area to greet the kids on the first night. (You are welcome to grab your dinner and come eat it at the registration tables.) The children will pick up their nametag and check in at their team table. The nametags will have their family number

on it. Parents also will be given a wristband with their family number on it. Please remind the kids to keep their nametags on and encourage them to not destroy it during the week! If a child in your group comes to the Opening Meeting without a nametag, please bring them to the Registration area immediately.

OPENING PROGRAM: At 5:50 the kids will start lining up by their team flag. Elementary teams will line up outside the front entrance to the Sanctuary. At 5:55 we will excuse the teams to go in for our nightly Opening Program and sit in their assigned seating area in the West Sanctuary. Please help your team be good listeners and participate in the music time. If you have a child who seems extra sensitive to the noise level, then their parent needs to stay with them in foyer. You must stay with your team.

ATTENDANCE: During the last song, right before the skit, please send one of your leaders to the Information booth on the patio to get your nightly attendance sheet. Please do a head count and check this with your nightly attendance sheet before you leave for rotations so you know how many kids are in your group that night. If you have a discrepancy or a child without a nametag, please come to Registration right away. Always double-check their nametags to make sure they are sitting with the right group. PLEASE remind your kids to keep their nametags nice for the week! This will greatly help our Registration team!

STATIONS: While at the various stations, your main job will be to help with “crowd control” by making sure that everyone is listening, not distracting others, not being disruptive, and is playing kindly. Please sit WITH your kids at the stations and do not just stand at the back. You will need to safely guide your group to each station in your rotation at the appropriate time and get them seated at the next station. Please refer to the schedules in this guide or the back of your nametag to know where your group needs to be for each rotation. Please bring your team flag and bag with you to all the stations. You MUST be leaving your last station by 8:10 each night.

CHECK-OUT IS AT 8:15 PM. At 8:10 PM, team leaders should lead their group to the West Sanctuary and sit in your same seating area. You can leave your flag in the flag holder. Look in the laundry basket by your flag and pass out any crafts. PLEASE BE ON TIME and have them sit quietly so they can hear their last name being called. Children may not run around the sanctuary or go up on the stage. When their name is called, they will meet their parents on the East side of the sanctuary, turn in their nametag and show the Parent wristbands at the exit. Please do not leave until all the kids in your group have been picked up. Team leaders should return their team bag and your nametag to the Volunteer Room before they leave.

*Please read the check-out procedures and restroom procedures for your age group carefully!

We will have a brief meeting with all Team Leaders on Monday night at 5:00 pm in the West Sanctuary foyer and Wednesday night after all the kids have been checked out from 8:30-8:40 pm.

Your Leads are Kristin Rich and Jessica Ng. Please let Kristin or Jessica know if you have to be late or need a sub for any night. You can email them at awvolunteers@graceefree.org

K-6TH GRADE OVERVIEW

Adventure Week 2016 Elementary Overview					
<i>Colossians 1:13-14 (NIV)</i>					
<i>For he has rescued us from the dominion of darkness and brought us into the kingdom of the Son he loves, in whom we have redemption, the forgiveness of sins.</i>					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Parable	Parable of the Hidden Treasure Mt. 13:44-46	Parable of the Lost Son Luke 15:11-24	Parables of the Lost Sheep/Coin Luke 15:3-7	Parable of the Soils Luke 8:4-15	Parable of the Great Banquet Luke 14:16-24
Lesson Theme	God's Kingdom is more valuable than all earthly wealth, power and pleasures.	God welcomes us into His Kingdom as His true children even though we have sinned and run away from Him	The Father sent Jesus to find lost sinners and to bring them home to the Kingdom.	God reveals His Kingdom through His word and only those who truly receive the word enter into the Kingdom.	The Kingdom is a joyful celebration and all are invited. However, only those who come are included in the party.
Memory Verse	Psalm 24:1 (NIV) The earth is the LORD's, and everything in it, the world, and all who live in it.	Psalm 145:8 (NIV) The Lord is gracious and compassionate, slow to anger and rich in love.	Romans 5:8 (NIV) But God demonstrates his own love for us in this: While we were still sinners, Christ died for us.	Acts 4:12 (NIV) Salvation is found in no one else, for there is no other name under heaven given to men by which we must be saved.	Colossians 1:13-14 (NIV) For he has rescued us from the dominion of darkness and brought us into the kingdom of the Son he loves, in whom we have redemption, the forgiveness of sins.
Gospel Lesson (Use CDG Helping Children to Understand the Gospel)	God is the sovereign creator of all things and He created people for his glory.	God is holy and righteous, but man is sinful.	God is just and is right to punish sin. God is merciful and kind to undeserving sinners.	Jesus is God's holy and righteous Son. God put the punishment of sinners on Jesus.	God offers the free gift of salvation to those who repent and believe in Jesus. Those who trust in Jesus will live to please Him and will receive the promise of eternal life-enjoying God forever in heaven.

K-6th Schedule

	MONDAY- THURSDAY	FRIDAY
5:00-5:55	Dinner	
5:50	Start getting kids to line up and excusing teams to enter Sanctuary	
6:00-6:45	Opening Meeting *Music *Skit	*6:00-6:30 Opening Meeting *Music *Skit
6:50-7:10	<u>ROTATION 1</u> BIBLE- GOLD, FLAME, ORANGE, GREEN GOSPEL/MISSIONS- TIE-DYE, SPOTTED, PURPLE, MAROON VERSE/CRAFT- TURQUOISE, ZEBRA, BLUE, CHECKERED GAMES/SNACK- STRIPED, YELLOW, SILVER, CAMO	*6:35-6:50 ROTATION 1
7:10-7:30	<u>ROTATION 2</u> BIBLE- STRIPED, YELLOW, SILVER, CAMO GOSPEL/MISSIONS- GOLD, FLAME, ORANGE, GREEN VERSE/CRAFT- TIE-DYE, SPOTTED, PURPLE, MAROON GAMES/SNACK- TURQUOISE, ZEBRA, BLUE, CHECKERED	*6:50-7:10 ROTATION 2
7:30-7:50	<u>ROTATION 3</u> BIBLE- TURQUOISE, ZEBRA, BLUE, CHECKERED GOSPEL/MISSIONS- STRIPED, YELLOW, SILVER, CAMO VERSE/CRAFT- GOLD, FLAME, ORANGE, GREEN GAMES/SNACK- TIE-DYE, SPOTTED, PURPLE, MAROON	*7:10-7:30 ROTATION 3
7:50-8:10	<u>ROTATION 4</u> BIBLE- TIE-DYE, SPOTTED, PURPLE, MAROON GOSPEL/MISSIONS- TURQUOISE, ZEBRA, BLUE, CHECKERED VERSE/CRAFT- STRIPED, YELLOW, SILVER, CAMO GAMES/SNACK- GOLD, FLAME, ORANGE, GREEN	*7:30-7:50 ROTATION 4
8:10-8:15	Group leaders take kids to West Sanctuary and sit in team area. Pass out crafts. Help kids listen/watch for their parents.	*7:50 Groups go to Sanctuary
	BIBLE- Upstairs Children's Classroom GOSPEL/MISSIONS- Upstairs Youth Room	*8:00-8:30 Family Celebration -Kids sing and say verses for guests

VERSE/CRAFT- East Sanctuary

GAMES/SNACK- lower grass area

BIBLE- upstairs Children's ministry classroom

GOSPEL- upstairs Youth classroom

PRESCHOOL VOLUNTEERS

PRESCHOOL BEHAVIOR MANAGEMENT PROCEDURES

We expect classrooms to be under control at all times. Under control does not mean that children will always be quiet or sitting still, but they will be listening, obeying, and respecting the teachers and other children. Group leaders are responsible for managing their group's behavior while at each station.

- Hitting, kicking, biting or bullying is not permitted.
- Disrespect to adults or other children is not permitted.
- Teachers should never hit, slap or spank children.
- Behavior problems should be dealt with by redirecting a child, encouraging positive behavior and, if needed, taking the child to the side and instructing and admonishing them to behave appropriately. Children may at times need to be removed from group activity for a short time if misbehavior continues. When a child continues to misbehave, please ask Liz Fong to get their parent.

PLAYGROUND PROCEDURES

- Never leave a child unattended on the playground.
- Only children and Adventure Week volunteers should be on the playground during the rotations. Parents and friends should wait on the patio or by the gate.
- Children may not climb trees, over walls or fences, or on top of the play equipment
- Children may not pour water in the sand table. Please help keep the sand in the sand table.
- Do not let the children move the play equipment.
- Children may be on the play equipment only in places that they can get to themselves. Do not lift them and put them in places they cannot reach themselves.
- Do not let the children climb up the slide.

OTHER PRESCHOOL PROCEDURES

- We ask that you do not carry children, hold them on your lap, or swing them around.
- Preschool children should use the bathrooms in their classrooms or on the playground. Only women can take children to the bathroom. Leave the bathroom door to the playground propped open when you enter. When possible, wait outside the bathroom for the child.
- Children are allowed to use the bathroom only when they are at the Outdoor Play, Theme play, or Snack stations. Please try to avoid taking them to the bathroom during the Bible Station.
- Children in our Adventure Week program are supposed to be 3 AND potty trained. If you have a child in your group who is not potty trained, please notify one of the Preschool Leads
- If a child has a minor injury, please use the first aid kits that are in the classrooms or at the check-in desk. Fill out an incident report form any time you use the first aid kit (even a band-aid!), have the parent sign it, and give it Liz Fong. These forms are found inside all First Aid kits in the classrooms.

Friday Closing Programs - Preschool

Preschool parents will join their children for their last Opening Meeting from 6:00-6:30 PM in the Youth Room. They will then do to their rotations as usual (without their parents), and parents will pick them up at 7:45. At this point they can either attend the K-6th Closing Program or go home.

PRESCHOOL TEAM LEADERS

You will lead a group of 15-20 kids for the week and serve in a camp counselor-type role. You will be the most consistent person in their lives this week so please make the most of every opportunity and seek to show them Jesus in all your words and actions.

You are welcome to come up with team cheers or decorate your AW shirt to show your team spirit. Please **DO NOT** decorate your team flag as we use them every year. The more team spirit you have, the faster your group will bond. Be on the lookout for new kids who may need help getting to know the other kids in your group. If you have a child on your team who you think may need some extra help, we have One2One Buddies available. Please find Jen Hochadel (One2One Lead) or one of us on the AW Leadership Team to help get the child a buddy.

CHECK-IN: When you arrive you will need to get your team bag, eat dinner quickly, and then sit by your flag on the playground. As your group finishes their dinner, they will come sit by your flag. Please have one leader from your team be at your flag by **5:40 pm**. When kids arrive each night they will visit the Registration area first. If you are a team leader, we would love to have some of you standing near the Registration area to greet the kids on the first night. (You are welcome to grab your dinner and come eat it at the registration tables.) The children will pick up their nametag and check in at their team table. The nametags will have their family number on it. Parents also will be given a wristband with their family number on it. Please remind the kids to keep their nametags on and encourage them to not destroy it during the week! If a child in your group comes to the Opening Meeting without a nametag, please bring them to the Registration area immediately.

OPENING PROGRAM: At 5:55 we will excuse the teams to go in for our nightly Opening Program. Please help your team be good listeners and participate in the music time. Preschool parents are encouraged to say goodbye to their kids when they are dropped off at the playground. They will be invited to attend the Opening Meeting with their child on Friday. Preschool parents do need to stay on campus for the entire program though. You must stay with your team.

ATTENDANCE: Preschool attendance sheets will be delivered to you during the opening program. Please do a head count and check this with your nightly attendance sheet before you leave for rotations so you know how many kids are in your group that night. If you have a discrepancy or a child without a nametag, please inform the Preschool Coordinator right away. Always double-check their nametags to make sure they are sitting with the right group. PLEASE remind your kids to keep their nametags nice for the week! This will greatly help our Registration team!

STATIONS: While at the various stations, your main job will be to help with “crowd control” by making sure that everyone is listening, not distracting others, not being disruptive, and is playing kindly. Please sit **WITH** your kids at the stations and do not just stand at the back. You will need to safely guide your group to each station in your rotation at the appropriate time and get them seated at the next station. Please refer to the schedules in this guide or the back of your nametag to know where your group needs to be for each rotation. Please bring your team flag and bag with you to all the stations.

CHECK-OUT IS AT 8:00 PM. To pick up a child in Preschool, the parents will come to the upper

playground and a volunteer will direct them to their team pick-up spot. Team captains will keep their kids seated, greet the parents, and pass out their craft. Do not collect nametags at this time. Families will exit toward the gate, turn in their nametag and have their wristbands checked by a staff member at the gate. Team leaders should return their team bag and nametag to the Volunteer Room before they leave.

Your lead is Liz Fong. Please let the Volunteer Coordinators, Kristin Rich or Jessica Ng, know if you have to be late or need a sub for any night. You can email them at awvolunteers@graceevfree.org We will have a brief meeting with all Preschool Team Leaders in the Owls Room on Monday night at 5:00 pm and Wednesday night after all the kids have been checked out from 8:30-8:40 pm.

PRESCHOOL OVERVIEW

<h1 style="margin: 0;">Kingdom Quest</h1> <h2 style="margin: 0;">ADVENTURE WEEK 2016, PRESCHOOL OVERVIEW</h2> <p style="margin: 0;">TEACHING THEME: JESUS IS KING!</p>					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Bible Story	Creation	Jesus is Born	The Lost Sheep	Jesus' Death and Resurrection	Heaven
Bible Room Passage	Genesis 1 JSBB p. 18-27	Luke 2 JSBB p. 184-191	Luke 15:3-10	Mt 27-28, Mk 15-16, Lk 23-24, Jn 19-20 JSBB p. 244-309	Jn 14:1-4; Rev 21:1-27, 22:1-5; Lk 24:50-53; Mt 28:19-20 JSBB p. 322-324, 344-347
Lesson Theme	Who is Jesus? (Jesus is the creator, Son of God.)	When did Jesus come? (Jesus, the King of Kings, was born as a baby in Bethlehem.)	What did Jesus do? (Jesus is like a loving shepherd, and I am like the lost sheep. Jesus seeks for me and rescues me from my sin.)	Why do I need Jesus? How does Jesus save me? (Jesus died and rose again to save us from our sins.)	What is heaven? (Jesus is the King, and He has prepared a wonderful place for those who trust Him. You can tell others about Jesus!)
GOSPEL STATION	God is in charge.	My sin is large.	Jesus died for you and me.	So repent and believe!	Review All

Preschool Schedule

	MONDAY- THURSDAY	FRIDAY
5:00-5:55	Dinner	
5:50	Teams are excused to go Eagles Room for Opening Meeting	
6:00-6:35	Opening Meeting *Music *Puppets *Missions	*6:00-6:30 Last Opening Meeting- Parents Join
6:40-6:55	<u>Rotation 1</u> BIBLE- PINK GAMES- RED CRAFT/VERSE - WHITE SNACK/MUSIC- BROWN GOSPEL/THEME PLAY-BLACK	*6:35-6:50 Rotation 1
6:55-7:10	<u>Rotation 2</u> BIBLE- BLACK GAMES- PINK CRAFT/VERSE - RED SNACK/MUSIC- WHITE GOSPEL/THEME PLAY- BROWN	*6:50-7:02 Rotation 2
7:10-7:25	<u>Rotation 3</u> BIBLE- BROWN GAMES- BLACK CRAFT/VERSE - PINK SNACK/MUSIC- RED GOSPEL/THEME PLAY- WHITE	*7:02-7:15 Rotation 3
7:25-7:40	<u>Rotation 4</u> BIBLE- WHITE GAMES- BROWN CRAFT/VERSE - BLACK SNACK/MUSIC- PINK GOSPEL/THEME PLAY- RED	*7:15-7:27 Rotation 4
7:40-7:55	<u>Rotation 5</u> BIBLE- RED GAMES- WHITE CRAFT/VERSE – BROWN SNACK/MUSIC- BLACK GOSPEL/THEME PLAY- PINK	*7:27-7:40 Rotation 5
7:55-8:00	<u>PICK-UP SPOTS:</u> Teams will sit in their team area on the playground, and kids will be picked up from there. They may NOT run around and play at this time.	*7:45 Pick Up Families can attend the K-5th Closing Program or go home.
BIBLE- Eagles room GOSPEL/THEME PLAY- Owls room CRAFT/VERSE- Sparrows Room OUTDOOR PLAY- Playground SNACK/MUSIC- Hummingbirds Room		

JOB DESCRIPTIONS

REGISTRATION - You will help all the children get checked in each night by giving them their nametag, checking them in on their team clipboard and making sure their parent has a claim wristband with their family number. Please be at church at 4:00 PM on Monday for training. On the other nights please arrive no later than 4:50 PM as Registration opens at 5:00 PM. We will also need your help on Sunday the 26st between services and after 3rd service, as well as on Monday the 27nd from 10:00-11:00 AM to distribute Registration Packets at the Drive-Thru Registration. Your Leads will be Tricia McDaris and Eva-Karin Cheng.

SNACKS - You will be preparing and serving drinks and snacks to the children at the game station for K-6th and delivering the snack to the Preschool snack/music room. Your team will decide who will serve in each place each night. Your Leads will be Lacey Gehrls and Katie Hunt.

PRAYER TEAM - **We are re-developing the Prayer Team this year. We do not have details at this time but we will keep you posted on your very important job of serving at Adventure Week through prayer!

PARENT CAFÉ HOSTESS - You will be helping set up and serve coffee and dessert to the parents at the Parent Café. We try to make a comfortable and peaceful place for parents to visit and get to know one another. In addition to serving, hostesses should make sure that any new families have someone to talk to and welcome them. This is a key place of ministry to new/visiting families and we pray that intentional, gospel-centered conversation happens at the Parent Café each night. Your Lead will be Jenn Earle.

PARKING/SECURITY - You will be standing at each of our driveways from 5:00-6:00 each night. As our parking lot fills, please direct people to park at Far East Broadcasting and NOT at the restaurant parking lots. From 6:00-8:30, your job is to walk around our campus and keep watch for wandering children, or any facility, safety, or medical needs. In addition to wearing your Adventure Week shirt, you will also be given an orange vest and radio to make you official. Please return your radio and vest to the Info/First Aid Tent every night. Your Lead will be Sheryl McGeorge.

ONE2ONE BUDDY - We want ALL children to have a great experience at Adventure Week. You will be assigned one or two kids who have a physical or behavioral challenge and who require a little extra attention. Please try to meet the child's parent on Monday night and ask how you can be most helpful to their child. To the child, you will look like another one of their group leaders, so feel free to get to know the other kids in the group and join in the fun. If your buddy needs a little break from the crowd, you can take them outside until they are ready to rejoin the group. Your Lead will be Jennifer Hochadel.

K-6th TEAM LEADER – See page 9

K-6TH MEMORY VERSE/CRAFT STATION - Your team will first be teaching the kids their memory verse in a fun a creative way each night. The memory verses can also be found on page 10. Your team will want to have the verses written out in large letters on poster board for your room. You will also be helping the children do a very simple craft each night that displays the memory verse. Please work with your station leader to make a system for cleaning up and being ready for the next group of kids. You will have a color-coded laundry basket for each team to store their completed crafts. Please bring the laundry

baskets to the West Sanctuary before check-out and place them by their team flags. If crafts are wet, they can be brought home the following night. Please label all crafts with the child's name and team color. Your Leads will be Stacie Schmidt (verse) and Karin Stetina (craft).

K-6TH GOSPEL/MISSIONS STATION - You will have 20 minutes with each group to teach them a portion of the Gospel and then meet in small groups. Your site leader will contact you with how the lessons will be divided up for the week. Our gospel lessons come from a Gospel tract for children by Matthias Ministries called "Who Will Be King?". The theme of each night's lesson can be found on the Elementary Overview on page 10 of this Volunteer Guide. The last 7-8 minutes of your time will be spent meeting in small groups. Gospel Station Leaders will have the same group of kids from each rotation every night. We want you to have the opportunity to have consistent interaction with groups of kids. During this time you will be asking them application questions that go along with the gospel message shared that night. You will be praying with the small group for the missions focus for the night. There will be a clipboard in your room for you to write down any significant interaction with certain kids. Please try to use this clipboard so that the Prayer Team can pray specifically for them. Remember, it is not your goal to pray a prayer of salvation with the children. We believe this is the role of the parent or other significant adult in that child's life. However, it is your goal to see that all the children leave at the end of the week with a greater understanding of what Jesus did for them on the cross and a hunger and thirst to know him more. If you have a child who seems really ready to ask Jesus to be their Savior, we encourage you to talk with their team leader and one of you can talk with the child's parent. If you are unsure if the child's parent is a believer, please find one of us on the AW Leadership Team or Children's Ministry staff and we will gladly help you best minister to the child and their parent. Your Lead will be Brittany Lane.

K-6TH GAMES/SNACK STATION - You will be leading the groups in a game each night on the grass by the lower parking lot. Please help the children and group leaders have a fun and high-energy time without getting too competitive. We want the goal of this time to be for the kids to have fun, get some energy out, and get to know each other, not to prove who has the "best" team. If you can make the night's memory verse be part of the game, that would be great! The game time will last about 12 minutes and then the kids will be served their snack and water. Snack time is a great time to get to know the kids and ask them to say their memory verse. Please be on the lookout for kids who seem to be having a hard time getting involved with their team or making friends. Sometimes these kids need a little help joining in. Your Lead will be Jackson Randall.

K-6TH BIBLE STATION - You will be doing a monologue or skit to teach the night's Bible story to the kids. You will be given a script and costume. The memory verse may be mentioned at your station to connect it to the story, but it will be taught to the kids at a different station. Also, the Gospel station is set up to share a portion of the Gospel with the kids each night. Please remember that it is not your goal to pray a prayer of salvation with the children. We believe this is the role of the parent or other significant adult in that child's life. It is your goal to see that all the children leave at the end of the week with a greater understanding of who God is, what Jesus did for them on the cross, and a hunger and thirst to know him more. Your Lead will be Lara Hurlburt.

PRESCHOOL BIBLE STATION - You will be teaching the night's Bible lesson in an age appropriate manner using a different visual each night, such as puppets, monologue in costume, picture cards, flannel graph, drawings, etc.

PRESCHOOL CRAFT/VERSE STATION - You will be helping the children do a craft each night and helping them practice their memory verse. Please have your craft ready to go before each group comes in your classroom. You will also be leading the kids in some activities to practice the memory verse. Please bring each team's craft baskets to their final station before check-out. Your Lead will be Emilee Hidy.

PRESCHOOL GOSPEL/THEME PLAY STATION - You will be helping the children explore our daily Bible themes and our outer space theme through indoor creative play. Please engage yourself with the kids in their play and don't just sit back and watch. The kids will also be given a brief lesson each night to help them understand the Gospel at their level. Your Lead will be Monica Duenes.

PRESCHOOL OUTDOOR PLAY STATION - You will be helping the children explore our daily Bible themes and our overall theme through outdoor creative play. Please engage yourself with the kids in their play and don't just sit back and watch. Your Lead will be Erika Croft.

PRESCHOOL SNACK/MUSIC STATION - You will be helping serve the snacks. Please be aware of kids with allergies by checking their nametags. You will also be helping the kids practice the songs they learn in the Opening Meeting. Your Lead will be Candice Sainz.

PRESCHOOL TEAM LEADER – see page 14

Important Dates!

- JUNE 13** **WORK DAY**
Come help us prep for Adventure Week. Paint, build, cut, create, etc. We need you! 5-9:30PM
- JUNE 18** **WORK DAY**
Come help us prep for Adventure Week. Paint, build, create, cut, etc. We need you! 9:30AM-3:00PM
- JUNE 26** **VOLUNTEER T-SHIRT PICK-UP**
You can pick up your shirt after 2nd or 3rd service or between 1:00-1:30 PM on Sunday, June 26st in A-2 (the room behind where coffee is served on the patio) on the La Mirada campus. Please contact awvolunteers@graceevfree.org if you are unable to pick up your shirt on June 21st.
- JUNE 26** **SET-UP DAY**
We need a small army of people to set up for our week! Please join us after 3rd service on Sunday, June 26st at our La Mirada campus. We will start setting up at 1:00 PM. We will have various set-up crews that you can join. We are usually setting up until 6:00 PM so if you cannot come until later in the afternoon, we would still appreciate your help!
- JUNE 27 –
JULY 1** **ADVENTURE WEEK!**
Check-in in the Volunteer Room each evening. Dinner begins at 5pm. Team Leaders meet teams at 5:40. Program is from 6-8pm (preschool), 8:15 (K-6th)
- JULY 27** **TEAM LEADER MEETING**
We will have a brief meeting with all Team Leaders on Monday night at 5:00 pm in the West Sanctuary (K-6th) and the Owls Room (Preschool).
- JULY 29** **TEAM LEADER MEETING**
We will have a brief meeting with all Team Leaders on Wednesday night from 8:30-8:40 in the West Sanctuary (K-6th) and the Owls Room (Preschool).
- JULY 1** **CLEAN-UP**
On Friday night after the closing program, we will need everyone to help clean up and put our church campus back together. Please plan on staying a little longer on Friday night. After all the families have been checked-out and you have said goodbye to all your kids, please clean up your ministry area. A Clean-up Crew Leader will have an instruction sheet for your area to ensure that all materials are returned to the right place. Clean-up instructions will also be posted in the Volunteer Room on Friday. Please bring all Adventure Week supplies and decorations from your area to the Youth Room.