*Edit this page to fit your ministry setting and add to template letterhead of your choice. Then remove this note.*

### **AN INSIDE LOOK…**

# KIDS CHURCH SHEPHERD

# Grades 1-4

## Saturday 5:30 p.m.

## Sunday 10:50 a.m.

*We invite you to be a ministry partner with us. Please pray and search God’s will to see if he is calling you to this ministry. The following is a brief description of what this ministry involves.*

**Overview**

1. **Your primary task:**

Bring kids to know, love and follow Jesus! Connect with kids in a large group setting participating in games or learning events. Help children control their behavior while communicating a loving concern for them. Assist where necessary in the large group presentation.

1. **Your “go to” person:** Kids Church presenter.
2. **Your time commitment:**

Saturday nights, 5:15 p.m. to 6:40 p.m. or Sunday, 10:35 a.m. to 12:10 a.m.

1. **What to do when you are going to be absent:**

Please check your calendar for the dates when you know you will be absent. Fill out the form that indicates probable absences. The Kids Church coach will arrange substitute shepherds. If you have a last minute illness or can’t make it, please call the Kids Church coach or the church office.

1. **Please help us invite new ministry partners:**

As you talk to other parents and friends, share with them the fulfillment and fun you receive from this ministry. Invite them to come and visit to see if God is calling them to serve in children’s ministry as well. Help us continue our ministry by bringing in more ministry partners!

**Responsibilities**

1. **Your preparation**:

Your lesson is available in your *Lesson Notebook*. Please take the time to read through the lesson in advance. Pray for your ministry and the children under your care. Be familiar with the Bible event and what role you will play in Kids Church.

1. **Arrival**:

Please arrive by 5:15 p.m. on Saturdays or by 10:35 a.m. on Sundays. You will meet with your team to pray and make final preparations.

1. **Opening worship:**

The first 15 minutes include an attention grabber, singing, a time of confession and offering. Participate in this worship experience. Assist in keeping the children focused and intervene if a child is distracting another. You may be needed to help in a support role with the large group presentation.

1. **Learning game:**

Encourage kids to participate in and cooperate during the learning game. In some games, you may participate as well. Kids love seeing you involved. Watch for children who may feel left out. Help them join in.

1. **Mid-service dismissal:**

At the adult worship mid-service dismissal, more children will join Kids Church already in progress. Help them join in the game.

1. **Bible reading:**

The large group presenter or coach may ask you to be involved in some of the activities such as dressing children in costumes, assisting in leading interactive events, reading a part in a reader’s theater presentation, distributing snacks, etc.

1. **Closing worship:**

The last ten minutes include a witness time, prayer, and closing song. Assist kids who want to share a witness or tell an experience. Assist children to pray by bringing the microphone through the audience or helping children come through a prayer line. Close with song.

1. **Wrap-up:**

Welcome parents as they come to pick up their children. Collect nametags so children don’t forget and wear them home. Make sure kids are released only to those who have checked them in or have given you permission to release them to meet their parents somewhere else in the building. Watch for children who might try to leave without a parent picking them up. When all children have gone, help put away the supplies used for the day.

1. **Follow-up**:

If you had any first time guests, welcome the parents and invite them to the We Prize Friends room. There they, as well as the person who brought them, will receive a prize. A coach will give you an addressed postcard to be sent to the child at home. You may also receive postcards for children with continued absences. Please sign the postcard and write a little note to the child. Then return the postcard to the Welcome Table.