**Connecting Kids to Christ Job (CKC)**

**Job Descriptions**

**CKC Director**

* Select and edit curriculum for Sunday program.
* Create craft and Sunday lesson format to be followed by teachers and assistants.
* Create volunteer schedule and assigns job duties.
* Keep classroom supplies up to date, such as bibles, music, videos, toys, games, and teaching tools.
* Help develop relationships with families by creating community events.

**Teacher**

* Teach the Sunday lesson with enthusiasm and creativity. (Lessons will be provided) Utilize your God-given teaching gifts, styles and techniques in order to engage the children.
* Set up the DVD player for the lesson.
* Help clean up classroom after Sunday class.
* Assist with serving food during snack time.

**Teacher Assistant**

* Be friendly, patient, and loving to all children.
* Interact and play with children during free time.
* Take children to the bathroom or drinking fountain.
* Assist with serving food, if needed.
* Assist teacher with duties, if needed.

**Computer Room Leader**

* Supervise children while using computers.
* Select appropriate games for children to use. (May be bible games and school learning games)
* Set up and shut down computers at the end of the class.
* Make sure all computers are charged and stored correctly in the case.

**Food Leader**

* Keep in contact with Samaritan Homes: turn in weekly paperwork, order food, and change the meal order numbers, if needed.
* Attend food training, at Samaritan Homes, two times a year, for 2 ½ hours each time.
* Distribute meals and complete paperwork.
* Clean kitchen and tables when snack time is complete.
* Empty lunch room garbage can and place in dumpster.

**Greeter/Registration**

* Collect supplies from computer room cabinet and set up registration table.
* Check in each student and supply name tag. If student is new, please escort to the classroom and introduce the student to the teacher or teacher assistant.
* Be patient, friendly, and organized.
* Communicate with Carlyn Roth any new student information or current registration information that needs to be changed.

**Worship Leader**

Eventually want to add this.