

Board of Family Ministry

Sunday School Team Leader

Mission Statement: The Sunday School program of Trinity Evangelical Lutheran Church, grounded in God's Word, educates, equips, and encourages all children 3 years old through Grade 8 so that they may know God's grace and grow in His love.

Description: The Sunday School Team Leader is responsible for coordinating and overseeing a team of Station Leaders (for the story, craft, and activity stations) and Shepherds (to lead each group of children to and from each station).

Qualifications:

- Spiritually mature
- Active, committed member of Trinity Ev. Lutheran Church
- Consistent in walk with Christ
- Ability to lead others
- Knowledge of Lutheran doctrine and Trinity's teachings
- Completed and passed the online background screening process

Responsibilities:

1. Read and follow the Child Protection Policy.
2. Prior to the opening of the Sunday School year, put together a team of Station Leaders and Shepherds.
3. Be in open communication with the Sunday School Coordinator.
4. On one designated Sunday of each month, coordinate and oversee the functions of the team during the Sunday School hour.
 - a. Make sure all team members are present and have proper materials.
 - b. Take and record attendance and collect offerings.
 - c. Unlock and lock Sunday School facility.
 - d. Put Sunday School sign outside.
5. If a member of the team cannot be present for an assigned Sunday, find a substitute.

Time Commitment:

- 2 hours per month
- 1-year commitment, September through May (one Sunday per month)

Relationships: The Sunday School Team Leader works with the Sunday School Coordinator and with the Station Leaders and Shepherds of his or her team.

Training: The Sunday School Team Leader is trained by the Coordinator, who will make sure the Team Leaders understand all aspects of the ministry and the responsibilities of being a Team Leader.