

# **JOB DESCRIPTION**

## **Jubilation Station Shepherd**

### **DEFINITION**

A shepherd is one who shepherds a small group of 1st-4th graders.

### **PURPOSE**

To love children to Jesus by developing relationships with them and modeling Christ's love to them.

### **RELATIONSHIPS**

- Recruited by the Jubilation Station Coordinator with the approval of the Director of Elementary Ministries.
- Responsible to the Jubilation Station Coordinator.

### **TERM OF SERVICE**

One Year, September 2007 – August 2008

### **RESPONSIBILITIES**

1. Prays for your students, staff and Jubilation Station program.
2. Attends quarterly training/department meetings.
3. Arrives 20 minutes early to be ready to welcome and greet your children.
4. Develops relationships with your small group of children through:
  - Giving a warm welcome and inquiring about their week.
  - Helping them to understand the Bible story for the day.
  - Helping the children find the weekly Bible verse in their Bible and explaining the meaning.
  - Encouraging Bible Memory through maintaining records of children's memorization and awards program.
  - Praying with the children and teaching them to pray.
  - Interacting with the children during craft time.
  - Sitting with your group of children during Large Group Time.
  - Sending postcards at birthdays and when they are absent.
5. Takes attendance.
6. At the close of Jubilation Station, stays with your children until all have been released or picked up by parents.
7. Finds a sub from the sub list when you will be absent and let the Jubilation Station Coordinator know who it is.

### **QUALIFICATIONS**

1. Is a committed Christian with a Christ-honoring lifestyle.
2. Attends worship weekly.
3. Possesses a love for children.
4. Meets the screening requirements.

**JUBILATION STATION COORDINATOR:** Carolyn Spitler, 513-5966