

# Elementary Team Leader Orientation

## **BIG PICTURE**

The purpose of Oasis for each child is to...

- **KNOW** - Jesus Christ personally
- **GROW** - in God's truth and their relationship with Him
- **GO** - into their world sharing the good news

## Oasis Adult & Student **Team Leader** Priorities

**EACH TEAM LEADER** is Oasis-screened and has been an active member of a home church for a minimum of six months. Team Leaders take ownership of their classrooms in the following ways:

### **FOCUS ON:**

1. Training, motivating team members
2. Creating a schedule of roles for each week
3. Communicating effectively w/Team Members and Director
4. Cultivating passion for the kids

### **SO TEAM MEMBERS:**

- *Arrive prepared, on time, in the Spirit with a servant attitude*
- *Are ready to interact with and engage kids in biblical truth*
- *Are unified*

### **DUPLICATE BY:**

1. Identifying & imparting vision to gifted team member/s
2. Delegating
3. Intentional training/mentoring

### **ASSESS BY:**

1. Observing enjoyment, engagement, preparedness, timeliness of team
2. Observing involvement, responsiveness & enthusiasm of kids
3. Debriefing w/kids
4. Debriefing w/team

**FOCUS ON:** This is key to building a cohesive, successful team

1. Your director's focus is on training/mentoring you
  - a. Put **9/16, 6:30-9:00 pm on** your calendar for the Team Leader Fall Forum
  - b. Most training done through exchange of ideas, questions & suggestions
2. Create a schedule of roles - more likely to take ownership if have assigned role
  - a. Creatively incorporate *all* to stretch, but not overwhelm
  - b. Consider level of experience
  - c. Needed training, guidance, encouragement?
  - d. Cindy Freed [freedc@xenos.org](mailto:freedc@xenos.org), Student Leadership Coordinator, for needed resources & input for student workers

**DUPLICATE BY:** This is the key to recruiting motivated, excited servants

**ASSESS BY:** This is key to tracking development of the team

## **TEAM ORIENTATION:**

### **Preparation**

1. **Schedule** a time - ask the *entire* team to come so everyone is on the same page.
2. **Read** through the Orientation Check List - Highlight what your team needs to learn/review – this will depend on each person's level of experience
3. **Collect** Needed "Props"
  - Walkie-Talkie
  - Shared Supply Bag
  - Accordion folder
  - Classroom cart
  - Roster
4. **Note** the next page "Considerations for Team Apprentices" for scheduling and delegating roles in your classroom. If you have team apprentices you are blessed with additional servants in your classroom.

### **Execution**

1. Give team members a copy of the check list - quickly go over the highlighted items.
2. **Plan** for the first week of class
  - Use the provided "Elementary Schedule" sheet as is or as a guide to assign the needed roles. It is helpful to schedule a quarter in advance
  - Together decide on class rules & discipline procedures
3. **NEW** this year - Prayer Journal
4. Answer any **questions**
5. Spend some time together – prayer, fun/fellowship!

### **Following**

1. Give director an update of orientation and a copy of your class schedule

# Considerations for Team Apprentices

## Apprentice Definition

*EITHER first-year student worker OR adult who is not incorporated* into a home church, may not yet be believer, but wants to serve.

## Role Qualifications

### *Adult & Student Apprentices:*

- Should not teach, but certainly can and should be given opportunities to serve in a variety of significant ways (see suggested roles below).

### *Student Apprentices:*

- *Should not* check children in or out
- *Should not* help in restrooms
- *Should be* included in planning and delegation of roles

## Suggested Roles

Suggestions but by no means a limited list of roles they can take. Discuss with them how they might like to be involved so they can also experience the fulfillment of serving.

- As children arrive, greet and engage them in an activity.
- Take responsibility for the craft; pass out supplies, explain, give individual help when needed, and play with children who finish first.
- Gather children for music/skit.
- Games; can come up with own games.
- Engage shy children, one on one.
- Interact and spend time with specific children.
- Pray with team.