

Preschool 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, 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 "Preschool 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.