



# CROSS ROADS church

## **Opportunity: Preschool Room Lead**

Time: Sunday morning and approximately 2–3 hours during the week

As a preschool room lead, your main role is to manage and appreciate your team of volunteers. It takes a lot to pull off a Sunday morning preschool service, and your leadership is key to making it successful.

As a Preschool Room Lead, your job is to be the point person over your room.

[Specifics]

- Recruit, coordinate, and appreciate volunteers.
- Make sure your room is “covered” for every Sunday morning.
- Welcome your team as they arrive to serve. Thank them for their hard work.
- Distribute curriculum from Curriculum Team to all volunteers for each week.
- Oversee key aspects of the Sunday evening: rooms ready on time, safety of children, room ratios correct, lesson being taught, snack provided, and being the lead person in case of emergencies.
- Communicate with your Lead Teacher. Make sure they are greeting parents and children, following the curriculum provided, maintaining a clean room, and overall caring for kids and families.
- Communicate with the Pastor on current health of ministry. Share new ideas, encouraging stories, and feedback on what needs improving.
- Follow Up with every new family/child that visits our church within 48 hours of Sunday morning.