

RESPONSIBILITIES OF TEACHERS AND HELPER: Jr. Jumpers

- 1. The first and foremost is a proper attitude when being in this class. These are young children; they need guidance, teaching, and a lot of love and patience. Praying for each of these children and the class will help with our attitudes.**
- 2. Always be prepared for the lesson for the day and any other activities you have planned. Be on time!**
- 3. All supplies should be stored properly and not accessible to the children until you plan to use them. This is for their safety.**
- 4. It is every teacher's responsibility to take pride in the classroom and the supplies that are used. Please tell Julie if there are problems which need to be addressed or supplies that need to be replenished (this includes snacks).**
- 5. The teachers and their helpers should wear proper attire. Remember, we are role models for these young ones and it is important to show them proper character in all that we say and do.**
- 6. Please leave the room in an orderly manner. The classroom should be neat and all supplies put away. Snack cabinet should be locked, as well as the window, if it was opened. The room should also be vacuumed when necessary.**
- 7. We value the Biblical education and training at a young age. This is not babysitting or entirely playtime for the children.**
- 8. Do not release children with food or drink until parents come to get them.**
- 9. Complete Planning Sheet for each lesson and do an evaluation of class (what you did, what worked or didn't work, suggestions).**

JOB DESCRIPTION: Helpers and Assistants

- 1. Assist teacher in keeping control in classroom.**
- 2. Interact with children during craft time and playtime.**
- 3. Do not handle any children roughly. Hold if necessary to calm an upset or hurt child.**
- 4. Assist children in the restroom.**
- 5. Attend all church services, maintain Bible devotions and prayer daily.**
- 6. Complete the Fundamentals of the Faith (13 Lessons), complete ministry evaluation form, and interview with Mrs. Julie.**