

Volunteer Jobs:

Bathroom Monitor

The Bathroom Monitor helps ensure the safety, cleanliness, and orderly use of restroom areas during Vacation Bible School. This role helps children safely access the restroom while maintaining appropriate supervision and assisting leaders in keeping groups organized.

Responsibilities:

- Monitor restroom areas to ensure children are using facilities safely and appropriately
- Help manage the flow of children entering and exiting the restroom area
- Assist younger children as needed while maintaining appropriate safety guidelines
- Help ensure handwashing and cleanliness after restroom use
- Communicate with teachers and leaders when children leave and return to their groups
- Keep restroom areas tidy and notify leadership if supplies or cleaning are needed
- Assist leaders in maintaining accurate head counts when children leave and return from the restroom

To help keep our program running smoothly, all leaders and groups will be assigned to A/B cleanup teams. These teams will assist with resetting the church for the next day of VBS. Cleanup will take approximately 15–20 minutes following daily dismissal.

Team A: Monday, Wednesday, Friday

Team B: Tuesday, Thursday, Friday

Cleanup tasks may include:

- Sweeping floors
- Emptying trash cans
- Setting out crafts and materials for the next day
- Resetting the registration area
- Organizing activity spaces
- Assisting with any other tasks needed to prepare for the following day of VBS

On Friday, all volunteers will assist together in resetting the church in preparation for weekend ministries and Sunday's VBS Graduation celebration.

Qualifications:

- Responsible, attentive, and patient with children
- Comfortable supervising and assisting younger children as needed
- Able to maintain awareness of safety and cleanliness
- Willing to follow VBS safety procedures and direction from leadership

Goal:

To help provide a safe, organized, and hygienic restroom environment so that children can return quickly and safely to their VBS activities.

All volunteers 18 years of age and older who work with children at Circleville Church must successfully complete MinistrySafe Training prior to serving in Vacation Bible School.

Craft Leader

This creative and organized leader is in charge of managing materials and walking the teachers through the process of making a variety of crafts. Creating an easy to follow instructions sheet for each craft to supply to the teachers so they can reference while teaching their groups.

Game Leader

The energetic and organized individual is in charge of leading groups of elementary age kids in fun physical activities and discussions. You don't need to be an Olympian, you just need to be organized energetic, and fun loving.

Kitchen Helper

The Kitchen Helper assists Ms. Bunny in preparing and serving snacks for the children during Vacation Bible School. This role helps ensure that snack time runs smoothly while maintaining a clean, organized, and safe kitchen environment.

Responsibilities:

- Assist Ms. Bunny in the kitchen with preparing and distributing children's snacks
- Help keep the kitchen area clean, organized, and stocked during VBS
- Assist with cleanup and resetting after snack and craft times each day
- Help wash, wipe down, and organize snack and kitchen supplies as needed
- Assist with supervising staff children during dismissal and cleanup time, following the A/B team schedule

To help keep our program running smoothly, all leaders and groups will be assigned to A/B cleanup teams. These teams will assist with resetting the church for the next day of VBS. Kitchen helpers will continue to care for and watch staff children during this time. Cleanup will take approximately 15–20 minutes following daily dismissal.

Team A: Monday, Wednesday, Friday

Team B: Tuesday, Thursday, Friday

On Friday, all volunteers will assist together in resetting the church in preparation for weekend ministries and Sunday's VBS Graduation celebration.

Qualifications:

- Friendly, helpful, and willing to work as part of a team
- Comfortable assisting with food preparation and kitchen cleanup
- Responsible and attentive when helping supervise children
- Able to follow directions and assist wherever needed

Goal:

To support the VBS team by helping provide snacks and maintaining a clean, organized kitchen so that the program runs smoothly and children are cared for throughout the day.

Pre School Helper

The Preschool Helper assists the Preschool Leader in caring for and guiding children ages 1–4 during Vacation Bible School. This role helps create a safe, fun, and welcoming environment where young children can learn, play, and participate in activities.

This role is first offered to individuals who have children in this age group, as their familiarity with the needs of preschool-aged children can be especially helpful.

Responsibilities:

- Assist the Preschool Leader with daily activities and classroom organization
- Help ensure the safety and supervision of children ages 1–4 at all times
- Assist children with basic needs
- Help guide children during crafts, music, worship, and playtime activities
- Maintain a friendly, patient, and positive attitude with children and parents
- Assist in safely traveling with the group to and from different VBS activity areas
- Help keep the preschool area clean, organized, and welcoming

Qualifications:

- Friendly, caring, and patient with young children
- Able to follow directions and support the Preschool Leader
- Responsible and attentive to child safety
- Willing to assist with hands-on activities and basic childcare needs

Goal:

To help provide a safe, joyful environment where preschool children can experience God's love during Vacation Bible School.

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Registration & Support Team

The Registration & Support Team serves as the welcoming first point of contact for families while also assisting VBS coordinators, teachers, and leaders throughout the day. This role helps ensure that children are safely checked in, families are greeted warmly, and the daily operations of VBS run smoothly.

Responsibilities:

- Greet families and check children in upon arrival
- Utilize the VBS computer check-in system to record attendance
- Distribute nametags for children
- Prepare and hand out pickup cards to parents or guardians
- Verify medical information when necessary and ensure records are accurate
- Follow proper procedures for children who arrive but are not pre-registered
- Assist VBS coordinators, leaders, and teachers with miscellaneous tasks throughout the day
- Help children who may become injured or need assistance
- Assist with preparing, finalizing, and printing daily newsletters for parent pickup
- Help assist in the safe dismissal of children to parents or guardians
- Provide support for unexpected needs or tasks that arise during the day

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Qualifications:

- Friendly, welcoming, and organized
- Comfortable using a computer-based check-in system
- Flexible and willing to assist where needed
- Strong attention to detail and child safety

Goal:

To help ensure a smooth, organized, and welcoming experience for families while supporting the VBS team throughout the day.

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Security Team

The Security Team helps ensure a safe and orderly environment for all children, volunteers, and families during Vacation Bible School. This role focuses on monitoring the church property, assisting with arrival and dismissal procedures, and supporting leaders in maintaining a secure setting for all VBS activities.

Responsibilities:

- Make frequent rounds of the church building and grounds to help ensure the safety of all participants
- Monitor entrances, exits, and activity areas during VBS hours
- Assist with check-in and check-out procedures to ensure children are released safely to authorized adults
- Help manage late check-ins and early dismissals of students as needed
- Assist leaders and volunteers in maintaining a safe and organized environment
- Communicate any concerns or unusual activity to VBS leadership promptly
- Remain attentive and prepared to respond quickly if a situation arises

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Qualifications:

- Responsible, attentive, and safety-minded
- Able to remain calm and follow direction quickly in high-pressure situations
- Good communication and awareness of surroundings
- Comfortable interacting with parents, volunteers, and church leadership

Goal:

To help provide a safe and secure environment so that children, families, and volunteers can focus on learning, fellowship, and experiencing God's love during Vacation Bible School.

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Teacher/ Group Leader

The VBS Teacher leads and guides school-aged children (Kindergarten through 8th grade) during Vacation Bible School. This role helps create an engaging and Christ-centered environment where children can learn, worship, build friendships, and grow in their faith.

Responsibilities:

- Lead and guide children in daily VBS activities and lessons
- Participate in and encourage student involvement during worship time
- Lead crafts, activities, and small group discussions
- Guide children during prayer time and help them understand the lesson of the day
- Assist in the organized movement of children between VBS activity areas
- Maintain consistent head counts to ensure all children are accounted for
- Help ensure a safe, respectful, and welcoming environment for all participants
- Encourage each child so they feel valued, included, and loved

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Qualifications:

- Friendly, patient, and encouraging with children
- Able to lead small groups and guide discussions in a positive way
- Responsible and attentive to child safety
- Willing to actively participate in worship, activities, and group leadership

Goal:

To help provide a fun and meaningful experience where children can grow in their understanding of God's love and feel welcomed as part of the church community.

All volunteers 18 years of age and older who work with children at Circleville Church must successfully complete MinistrySafe Training prior to serving in Vacation Bible School.

Teachers Assistant

The Teachers Assistant supports teachers and leaders by helping with activities, supervision, and organization throughout the program. This role helps ensure that activities run smoothly while creating a fun, welcoming, and safe environment for all children.

Responsibilities:

- Assist teachers and leaders with daily VBS activities and lessons
- Help supervise children during crafts, games, worship, and group activities
- Assist with the organized movement of children between activity areas
- Help maintain accurate head counts and ensure children remain with their group
- Assist with setup, cleanup, and organization of materials and activity spaces
- Offer encouragement and support so every child feels welcomed, valued, and included
- Help maintain a safe and positive environment for all participants

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Qualifications:

- Friendly, helpful, and encouraging attitude
- Willing to assist wherever needed throughout the program
- Responsible and attentive to child safety
- Able to follow directions and work as part of a team

Goal:

To support teachers and leaders while helping create a fun, organized, and Christ-centered Vacation Bible School experience for every child.

All volunteers 18 years of age and older who work with children at Circleville Church must successfully complete MinistrySafe Training prior to serving in Vacation Bible School.

Teen Helper

The Teen Helper supports teachers and leaders by assisting with activities, supervision, and organization throughout Vacation Bible School. This role gives teens an opportunity to serve, encourage younger children, and help create a fun and welcoming environment.

Responsibilities:

- Assist teachers and leaders with daily VBS activities and lessons
- Help supervise children during crafts, games, worship, and group activities
- Assist in the organized movement of children between activity areas
- Help maintain accurate head counts and ensure children stay with their group
- Help with setting up and cleaning up activity areas and materials
- Encourage younger children and help ensure each child feels welcomed and included
- Follow the direction of teachers and adult leaders

Qualifications:

- Middle school or high school (13-17 years old) student willing to serve and help younger children
- Friendly, responsible, and positive attitude
- Willing to listen, help where needed, and work as part of a team
- Able to model respectful behavior and encouragement for younger children

Goal:

To support teachers and leaders while helping create a fun, safe, and Christ-centered Vacation Bible School experience for every child.