**JOB DESCRIPTION:**

***Kids’ Club Presenter***

AIM

As a Kids Club Presenter, you aim to:

* Teach the Bible faithfully and truthfully to those in the Kids Club.
* Model the Christian life to the children. Show them in the way you act and speak both the struggles and joys of being Christ-like.
* Be involved in the planning and implementing of the Kids Club program.

RESPONSIBILITIES

You are directly responsible to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [e.g. Children’s Ministry Coordinator or Session and the Minister]

YOU ARE RESPONSIBLE FOR:

* Presenting the word of God in an age appropriate way
* Understanding the demographic of the club in terms of age, background and Bible knowledge
* Encourage questions and discussions, and manage the behaviour of the group in an encouraging and caring way.

REQUIREMENTS FOR THE POSITION

You must:

* Be a regular attender at church and a Bible study group.
* Obtain a Working with Children Check
* Complete the Breaking the Silence application for working with children and/or young people form.
* Complete Breaking the Silence basic training every 3 years and doing any top-up training required for children’s and youth ministry roles.
* Sign a copy of this job description.

**JOB DESCRIPTION: *Kids’ Club Presenter* (CONT’D)**

SAFE MINISTRY PROTOCOLS FOR THIS POSITION

* All children, regardless of age, are covered by these protocols.
* Do not allow yourself to be in any area alone with a child or person under your leadership. Always have other leaders or a parent with you. This includes driving children and visiting them in their homes.
* If a child of the opposite sex comes to you for counselling, immediately take them to a leader of the same sex as the child who can talk to them. NEVER counsel or talk through issues with a child of the opposite sex.
* If a child of the same sex comes to you for counselling, ensure you do so in an open area, never a closed room.
* If a child discloses information to you regarding any kind of abuse or neglect, you must divulge this information to a minister, elder or the Conduct Protocol Unit. However, be careful not to reveal confidential information to any other person.
* If you should need to speak to a child about participating or helping out at an event, ensure you do so in the vicinity of another teacher or parent.
* If a child needs to go to the bathroom, allow them to take a buddy with them of the same sex. This will prevent you from being left alone with them.
* If a child is distressed and needs to be consoled, ensure that another leader or parent is with you at all times, and use your discretion when speaking and comforting the child.

I have read and understood this Job Description, and the Breaking the Silence Code of Conduct and Policy:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: / /