
DAVISON FREE METHODIST CHURCH
FAMILY MINISTRIES VOLUNTEER GUIDEBOOK



2020 - 2021

VOLUNTEER GUIDELINES

Introduction

First of all, THANK YOU so much for your willingness to serve with DFMC Family Ministries. This handbook is designed to help all volunteers minister to and care for the children trusted to us, all while knowing best practices and protocols to be as safe as possible. We want to create a ministry that ensures our families that their children are in a safe, effective and loving environment for them to grow in Christ, and to learn more about His great love for them. You are the one that will help make that happen and are so appreciated. We pray your opportunities to serve will be a blessing and joy for you through the Lord's guidance. After reviewing the handbook, please sign, remove, and return the final page acknowledging your review of and agreement to the descriptions of policies and expectations. Please let us know if you have any questions or concerns at any time.

Communication

Emma Delacourt- Pastor of Family Ministries: emma@dfmchurch.org, (989)430-3634

Jennifer Johnson - Early Childhood Director: jennifer@dfmchurch.org, (248)496-8669

Parents receive weekly emails from Pastor Emma at the end of the week with updated information on Family Ministries. If you would like to be a part of this email contact Pastor Emma.



Facebook Page: Davison FMC Children's Ministry

Facebook Group: Early Childhood DFMC

Mission

Here at the Early Childhood Center and Kid's Connection our mission is to create a passionate, authentic and welcoming community where children can seek, learn and grow deeper in their relationship with Jesus. We are here to create opportunities and experiences for children and parents to discover God together and learn how to make him a part of their everyday lives.

Sunday School Programs

DFMC Children's Ministries has two sections to help kids get the attention they need and transition well into the next stage of their relationship with Jesus.

Early Childhood Center 0 - Kindergarten

KidsConnection 1st - 4th grade

(5th & 6th grade in the sanctuary with the rest of the youth)

Every Sunday at 9:30 am and 11:00 am services

VOLUNTEER GUIDELINES CONTINUED

Materials

The theme this fall is Building Your Life on Jesus. Children ages 0-4th grade will be lead in how to discover how to follow Jesus, and teens 5th-12th grade will be taught in how to build a foundation with him.

Here at DFMC we use Grow Curriculum, which is a great resource for all ages to be engaging in the same material. While teens will be engaging with sermon-based discussion during the week, we continue to base our teachings off the Bible with help of Grow.

*On Sundays, kids will start out together in the big room. After a 10 minute introduction of the lesson, students will be broken into 1st/2nd grade and 3rd/4th grade classrooms to learn the majority of the lesson from their teachers.

Grow has the ability for you to pick and choose aspects of your lessons. We will provide a binder for you with the next month's lesson plans that you will be responsible to learn and teach. Materials will be set up for you and ready to go on Sundays, so all you need to do is be ready to teach.

We want to encourage you in choosing whatever is best for you! If there is something we can do to help you with the lesson or certain materials that will need to be collected, please let us know. We are here for you and want to support you in any way we can.

Volunteer Expectations

Each volunteer must commit to:

- Dedication to personal Christian Growth (Attend Sunday services when not teaching as much as possible)
- A desire to see kids grow in knowledge, understanding and application of God's Word
- Providing leadership and encouragement to model and teach kids to develop and grow an ongoing relationship with God
- Intentional efforts for building relationships with children and families
- Be willing to be teachable
- Preparing through prayer and or classroom materials for lesson effectiveness

IMPORTANT: When you have committed to teaching for a week we expect you to be there, ready to teach, at least 15 minutes before. If for some reason you are unable to teach on one of your assigned days you must seek out a substitute or talk to a staff member ahead of time. Our expectation is to have 2 adult volunteers in the area at all times, and at least 1 18+ adult in the room at all times.

Adult (18 years and older) must complete a consent form for a background check. This background check can be turned in using a printed form or completed securely online.

VOLUNTEER GUIDELINES CONTINUED

New Procedures

With the new challenges in our world, we are continuing our best to be committed to providing a safe and welcoming environment for our families and children by introducing some new safety and protocols procedures for our families and volunteers. DFMC will continue to follow guidelines given by the CDC, East Michigan Conference, and Davison Public Schools.

Check- In

Parents will now be participating in a touch-less check-in through their mobile devices straight to our printers. Help will be provided for new families or those figuring out the system. If a child is not registered or does not have a tag they will be asked to get their parent and sign in or register. Volunteers are asked to wear name tags as well. Volunteers and children will be asked questions when they arrive to ensure safe practices are being followed. If a child arrives noticeably sick they will not be allowed to enter or participate. If a child is found sick in the middle of a service the child will be returned to their parent and asked to continue with the online service. The child will be seated away from the others while waiting for parents.

Drop off and Pick up

- Volunteers are asked to enforce new procedures with drop off and pick up including:
- Only 1 parent is allowed to drop off/pick up
- Limited number of entrances and exits
- A volunteer will meet the student at the door and take them to a designated spot to limit contact. Volunteers will walk students to meet parents at the door at the end of the service.
- Children and volunteers must all wash hands or use hand sanitizer among arrival
- A diaper bag or any needed outside supplies must be clearly labeled and packed together in a bag to be put in a cubby space
- Children may only go into their own classrooms (siblings will not be allowed to enter)
- *Children MUST be picked up between services and will not be allowed to play with any toys, crafts or equipment to allow for safe cleaning before the next service.

Cleaning and Sanitizing

- Volunteers will be communicated and expected to learn safest practices including these guidelines:
- Volunteers will be required to wear masks when serving indoors with DFMC Family Ministries
 - Volunteers are encouraged to read CDC recommendations for cleaning practices found here:



- Volunteers are expected to follow the CDC Safe and Healthy Diapering Guide posted in the classrooms. Gloves must be worn while handling food and will be available for any person requesting
- Each child will have individual bags of supplies needed for the day, toys and supplies will be wiped down after use, and a fog machine will be used to sanitize after each service.

VOLUNTEER GUIDELINES CONTINUED

Policy and Procedure Guidebook Acknowledgement and Agreement

By my signature below, I acknowledge that I have read and agree to abide by the policies and procedures stated in the DFMC Family Ministry Volunteer Guidebook.

This guidebook may be modified as needed.

Notification of updated procedures/policies will be communicated and additional acknowledgement/agreement may be required.

Signature: _____

Printed Name: _____

Date: _____

(Please initial) _____ I give consent for any photographs taken to be used for church purposes on printed and electronic sources (precaution will be made so that children's names will not be readily identifiable unless approved as needed). If you do not want your photo taken please let the staff know.

If 18 years or older:

(Please initial) _____ I have completed a background check within the past 3 years

PLEASE SIGN and RETURN THIS PAGE ONLY (keep a copy of the guidebook for review and reference)

We look forward to getting to minister alongside you and see what God does through you with the children. We believe in you and appreciate you!

Blessings to you and your service to God

Davison Free Methodist Church Family Ministries