Lighthouse Baptist Church
2012 Vacation Bible School Positions

Dates: **Tuesday, July 10 to Thursday, July 12, 2012**
Times: **5:00 pm – 8:00 pm**
Location: **Lighthouse Baptist Church**

Community Outreach (need 4 volunteers)
Meets with VBS Director to discuss community outreach requirements and plans. Keeps VBS Director/Minister informed of progress. Copies flyers or other promotional materials. Works with the Community Outreach Ministry to distribute flyers in the adjacent neighborhoods. Provides inserts for the church bulletin. Staffs the information table, located in the vestibule, before and after church prior to VBS. Addresses and sends follow up cards to non-LBC participants after VBS concludes.

Crafts (need 10 volunteers)
Meets with VBS Director to discuss craft requirements and plans. Keeps VBS Director informed of progress. **Will be provided with craft ideas which support this year's VBS theme.** Selects age appropriate craft project to support the biblical message that is being presented each day. Determines supplies and budget needed to complete projects. Obtains supplies (or provides a detailed list of supplies to the VBS Director needed along with supplier if items are hard-to-obtain). Prepares individual craft kits for each student. Leads craft activity for class.

Decorations (need 2 volunteers)
Meets with VBS Director to discuss decoration needs and plans. Keeps VBS Director informed of progress. Selects decorations which support this year's VBS theme. Determines supplies and budget needed. Obtains supplies (or provides a detailed list of supplies to the VBS Director). Decorates VBS areas.

Food Service (need 6 volunteers)
Meets with VBS Director to discuss food requirements and plans. Keeps VBS Director informed of progress. **Will be provided with food and beverage ideas which support this year's VBS theme.** Determines menu for each day. Determines grocery, food service items, and budget needed. Obtains groceries and items (or provides a detailed list of items to the VBS Director). Prepares food. Serves food to students and VBS volunteers. Clean up food preparation and service areas.

Logistics (need 6 volunteers)
Meets with VBS Director to discuss logistic requirements and plans. Keeps VBS Director informed of progress. Sets up tables, chairs, canopies, and trashcans for outdoor classes, food service, and registration at the beginning of VBS. Empties trashcans as needed throughout VBS. Breaks down and puts away tables, chairs, canopies, and trashcans at the end of VBS.

Minister (need 3 volunteers)
Meets with VBS Director to discuss ministerial requirements and plans. Keeps VBS Director informed of progress. Performs a prayer walk of the VBS grounds. Performs the opening and closing prayers. Provides the invitation at the end of each day of VBS.

Music (need 4 volunteers)
Meets with VBS Director to discuss music requirements and plans. Keeps VBS Director informed of progress. **Will be provided with a music CD which supports this year's VBS theme.** Obtains musicians needed for each performance. Performs at the opening worship and closing rally each day of VBS.

Photographer (need 3 volunteers)
Meets with VBS Director to discuss photography requirements and plans. Keeps VBS Director informed of progress. Takes photographs of the events, staff, and students during VBS. Takes a group photograph of each class with their teachers and craft and recreation leaders. Take group photos of the remaining staff groups: community outreach; food service; logistics; ministerial; music; and, registration.

Recreation (need 10 volunteers)
Meets with VBS Director to discuss recreation requirements and plans. Keeps VBS Director informed of progress. **Will be provided with recreation ideas which support this year's VBS theme.** Selects age appropriate recreation activity to support the biblical message that is being presented each day. Determines supplies and budget needed. Obtains or provides a detailed list of supplies required. Leads the recreation activity for the class.

Registration (need 2 volunteers)
Meets with VBS Director to discuss registration requirements and plans. Keeps VBS Director informed of progress. Enters registration information into VBS database/spreadsheet. Staffs the onsite registration desk. Directs new participants to the appropriate class area. Provides each class with an attendance sheet of pre-registered students. Picks up the confirmed attendance sheet from each class.

Teacher (need 10 volunteers)
Meets with VBS Director to discuss lesson requirements and plans. Keeps VBS Director informed of progress. **Will be provided with this year's VBS lesson plan and teacher's guide.** Presents the lesson in an age appropriate manner.

For more information, please email vbs@lbcw.org.