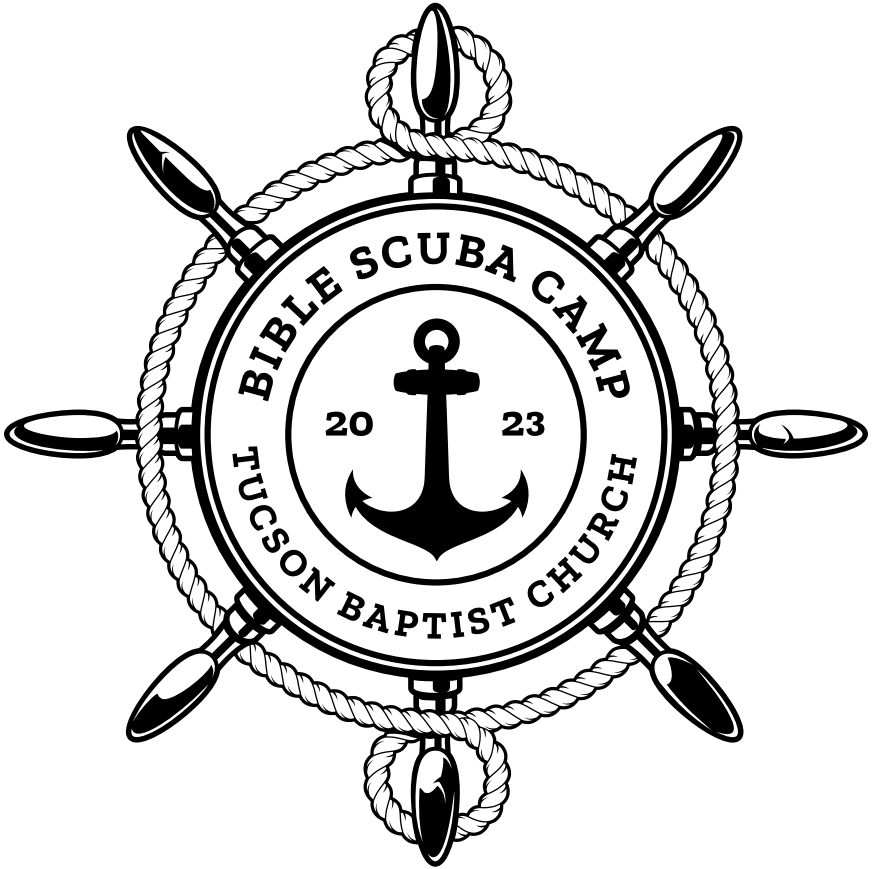


Tucson Baptist Church



VOLUNTEER HANDBOOK

June 11, 2023

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GENERAL INFORMATION

Dress

Volunteers should dress in modest casual attire. All volunteers will be provided with VBS t-shirts.

Name Tags

All children and volunteers are required to wear their name tags at all times. All Crew Leaders will be responsible for each child in their crew to wear a name tag.

Registration

Registration will take place in the Main Auditorium Lobby prior to entering the Main Auditorium. Each person will receive a name tag at registration. No one is allowed into the Main Auditorium without a name tag.

Medical Info

Please check children's name tag for a symbol before giving snacks or allowing them to participate in any strenuous activities. The medical symbol can be applied by registration or snack workers.

Discipline

Serious discipline issues should be handled by the security team. Security may be reached by contacting a member of the church staff.

Restrooms

Restroom breaks should be taken only during snack or games while in the FLC, and volunteers should always escort no less than two students to the restroom at a time.

Safety

All children must be in a leader's line of sight at all times.
No volunteer should ever be alone with a child.

For Support

Sarai Tijerina

sarai.tijerina@tucsonbaptist.com
520-488-8828

David Siers

david@tucsonbaptist.com
520-904-0454

BAPTIST BUCKS GUIDELINES

Crew Leaders: \$1 for Bible, good behavior, and attendance each night

Registration Team: \$5 for each visitor brought

PRESCHOOL TEAM

Kimberly Jones

Crystal Alvarez

Lanie Ballard

Zoe Buelna

Andrea De la Cruz

Brittany Frazier

Caroline Krizek

Angela Lopez

Brandi Molina

Allyssa Moore

Maria Ojeda

Josie Prasad

Bethany Siers

Melanie Sontay

Tori Yager

Miranda Yescas

NURSERY TEAM

Sarai Tijerina

Lilly Brown

Dolores Contreras

Virginia Deschamps

Juanita Gomez

Beatriz Gonzalez

Viridiana Gonzalez

Evelyn Limon

Zuly Lopez

Libby Murillo

Daniella Ramirez

Berenice Segoviano

Teresa Yescas

CREW LEADERS AND HELPERS

K-5 GIRLS

Ashley Bailey

Favi Hernandez

Rachel Jager

Camila Mendoza

1ST GRADE GIRLS

Belinda Bee

Desiree Landeros

Jessica Rodriguez

Sophia White

2ND GRADE GIRLS

Allison Peck

Lourina Grijalva

Monique Pineda

Breanna Yescas

3RD GRADE GIRLS

Alayna McLean

Alexis Guerrero

Alondra Jimenez

Addison Rau

4TH GRADE GIRLS

Jackie Price

Alex McCarthy

Alexis Rodriguez

Braelyn Vincent

5TH GRADE GIRLS

Elisabeth Hickman

Ashley Crick

Saleia Sartor

6TH GRADE GIRLS

Amanda McDaniel

Emma Leyva

Aleah Lopez

K-5 BOYS

James Lopez

Jon Carpenter

Alejandro Ojeda

Tray Ramer

1ST GRADE BOYS

Martin Ponce

Eric Bailey

Jabdiel Rivera

2ND GRADE BOYS

Jaime Cortes

Ivan Korankye

Diego Munoz

Braiden Ramer

3RD GRADE BOYS

Jeremy Traynor

Thomas Korankye

Mateo Munoz

Christian Pineda

4TH GRADE BOYS

Bradley Frazier

Max Mendoza

Gene Yager

5TH GRADE BOYS

Daniel Jager

Alan Carranco

Alejandro Guerrero

6TH GRADE BOYS

Rogelio Martinez

Isaiah De la Cruz

Zachary Rau

SCHEDULE

DAY 1	K5-1st	2nd-4th	5th-6th	No Group
6:00 – 6:25	Opening	Opening	Opening	Opening
6:30 – 6:50	Games	Bible	Crafts	Snacks
6:55 – 7:15	Snacks	Games	Bible	Crafts
7:20 – 7:40	Crafts	Snacks	Games	Bible
7:45 – 8:05	Bible	Crafts	Snacks	Games
8:10 – 8:30	Closing	Closing	Closing	Closing

DAY 2	K5-1st	2nd-4th	5th-6th	No Group
6:00 – 6:25	Opening	Opening	Opening	Opening
6:30 – 6:50	Bible	Crafts	Games	Snacks
6:55 – 7:15	Games	Bible	Snacks	Crafts
7:20 – 7:40	Snacks	Games	Crafts	Bible
7:45 – 8:05	Crafts	Snacks	Bible	Games
8:10 – 8:30	Closing	Closing	Closing	Closing

DAY 3	K5-1st	2nd-4th	5th-6th	No Group
6:00 – 6:25	Opening	Opening	Opening	Opening
6:30 – 6:50	Crafts	Games	Bible	Snacks
6:55 – 7:15	Bible	Snacks	Games	Crafts
7:20 – 7:40	Games	Crafts	Snacks	Bible
7:45 – 8:05	Snacks	Bible	Crafts	Games
8:10 – 8:30	Closing	Closing	Closing	Closing

DAY 4	K5-1st	2nd-4th	5th-6th	No Group
6:00 – 6:25	Opening	Opening	Opening	Opening
6:30 – 6:50	Games	Bible	Crafts	Snacks
6:55 – 7:15	Snacks	Games	Bible	Crafts
7:20 – 7:40	Crafts	Snacks	Games	Bible
7:45 – 8:05	Bible	Crafts	Snacks	Games
8:10 – 8:30	Closing	Closing	Closing	Closing

DAY 5	K5-1st	2nd-4th	5th-6th	No Group
6:00 – 6:25	Opening	Opening	Opening	Opening
6:30 – 6:50	Bible	Crafts	Games	Snacks
6:55 – 7:15	Games	Bible	Snacks	Crafts
7:20 – 7:40	Snacks	Games	Crafts	Bible
7:45 – 8:05	Crafts	Snacks	Bible	Games
8:10 – 8:30	Closing	Closing	Closing	Closing

Theme Nights

Each night will have a special emphasis to highlight engagement.

Tuesday: Double Baptist Bucks Night

Double Baptist Bucks will be given for attendance, visitors, & Bible

Wednesday: Scuba Costume/Picture Night

Compete in a scuba costume contest and take crew photos

Thursday: Water Night

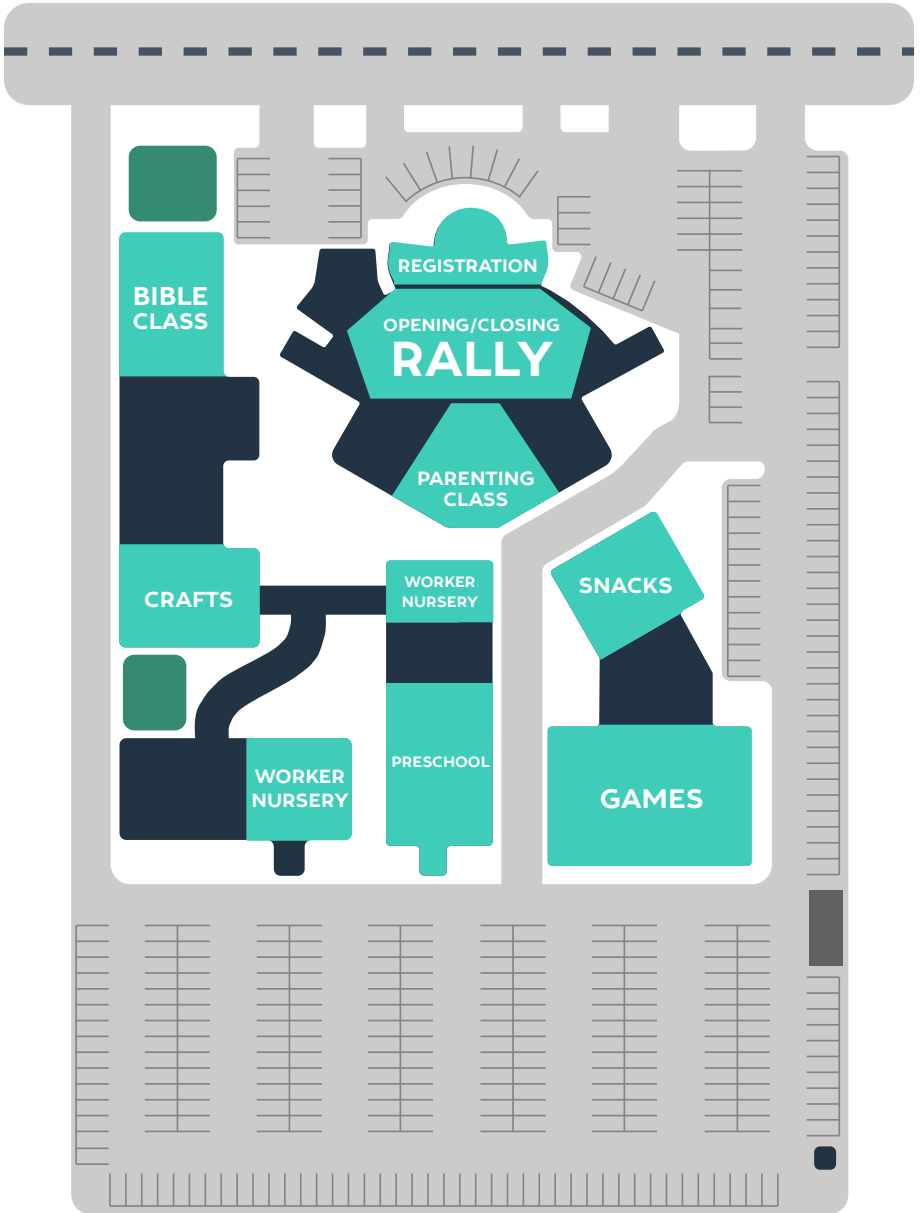
Prepare to get wet because game time will use lots of water

Friday: Eegee's Night

After the closing rally, everyone will receive Eegee's in the Courtyard

CAMPUS MAP

Columbus Blvd



DEPARTMENT TEAM LEADERS

DIRECTOR	David Siers
BANK	Beth Siress
BAPTIST BUCKS STORE	Jason & Lindsay Gannon
GAMES	Josh McLaren
BIBLE LESSON	Jon & Whitney Minge
COUNSELING	Noah Kerch
CRAFTS	Stacy Roy
CREWS	Fernando Lopez
FOLLOW-UP	Noah Kerch
MUSIC	Tabitha Forster
NURSERY	Sarai Tijerina
PARENTING CLASS	Jonathan Armstrong
PHOTOGRAPHY	Jenessa Armstrong
PRESCHOOL CLASS	Kimberly Jones
RALLY	David Siers
REGISTRATION	Erica Merriam
SECURITY	Dwight Meadows
SKITS	Jerry Woods
SNACKS	Kristi Wilbur
VOLUNTEERS	Sarai Tijerina

Bank Team Leader: Beth Siress

Will oversee the bank for the missionary offering and oversee the selling of “gold” bricks for cash.

Responsibilities

- Sell “gold” bricks for \$20 cash.
- Collect, count, and deposit offering.

Location: Main Auditorium - Building 1

Bible Bucks Store Team Leader: Jason & Lindsay Gannon

Will oversee the store where children can purchase items using Baptist Bucks.

Responsibilities

- Sell toys to kids in exchange for Baptist Bucks.
- Set up and stock store daily, saving some toys for each rotation.

Location: Family Life Center - Building 5

Games Team Leader: Josh McLaren

Will organize and lead the games in the gym each night.

Responsibilities

- Plan games according to VBS theme.
- Set up games during opening rally each night.
- Oversee games during each rotation.

Location: Gym - Building 5

Bible Lesson Team Leader: Jon & Whitney Minge

Will prepare and teach the Bible lesson each night.

Responsibilities

- Pray and prepare for your lesson.
- Creatively teach your lesson three times each night.
- Give a salvation invitation at the end of each class session. *Note: Counselors will be standing by.*

Location: Spanish Chapel - Building 2

Counseling Team Leader: Noah Kerch

Will train the counselors and oversee the counseling process.

Team Instructions

- Be prepared to counsel at 6:30 PM.
- Fill out decision cards COMPLETELY (get info from registration team if necessary) and turn in to Registration.

Location: Spanish Chapel - Building 2

Crafts Team Leader: Stacy Roy

Will prepare and lead the students in creating their crafts.

Responsibilities

- Plan craft ideas for each evening of VBS.
- Lead a team to help assemble crafts with children.

Location: Falcon's Nest - Building 2

Crews Team Leader: Fernando Lopez

Will provide the crew leaders with their materials and meet their needs throughout VBS.

Crew Leader Responsibilities

- A class sign will be provided for you in the Main Auditorium with your crew bag each night.
- Meet students from 5:30-6:00 PM each night in the Main Auditorium.
- Take kids to Bible lesson, games, crafts, snacks and rally at designated times.
- Sit with kids in the rallies.
- Gather and distribute name tags each night.

Location: Main Auditorium - Building 1

Follow-Up Team Leader: Noah Kerch

Will create follow-up visits for all first time visitors and salvations.

Responsibilities

- All baptism prospects and first-time visitors will be assigned to Growth Group leaders.

Nursery Team Leader: Sarai Tijerina

Will lead a crew of ladies in providing care for the children of VBS volunteers' 0-2 year old children.

- Childcare is open from 5:30 PM-8:45 PM.

Location: Infant Room - Building 3 & 1 yr Room - Building 4

Parenting Class Team Leader: Jonathan Armstrong

Will provide leadership and teaching for the parenting class.

Responsibilities

- Organize parenting class from 6:30-8:00 each night.
- Provide refreshments for parenting classes.

Location: Choir Room - Building 1

Photography Team Leader: Jenessa Armstrong

Will take photographs throughout the week for social media and future promotion.

Responsibilities

- Schedule photographer each night.
- Send photos to be posted on social media.
- Take crew photos on Wednesday in the Main Auditorium.

Preschool Class Team Leader: Kimberly Jones

Will lead a quality preschool program for 3-5 year olds each night.

Responsibilities

- Transport from rally to classroom to closing rally.
- Teach a Bible lesson for both age groups each night.
- Transport to playground and classroom.

Location: Preschool Room - Building 4

Rally Team Leader: David Siers

Will lead opening and closing rallies each night.

Responsibilities

- Explain schedule at opening rally and dismiss kids.
- Lead the offering and advertise special nights to kids in closing rally.
- Organize pie-in-the-face volunteers each night.

Location: Main Auditorium - Building 1

Registration Team Leader: Erica Merriam

Will lead a team of volunteers to check-in children each night.

Responsibilities

- Oversee registration volunteers using iPads with our registration software.
- Check-in each child each night and distribute parental pick-up authorization bands.
- Inform snacks of any food allergies.
- Update master spreadsheet with attendance and decisions made.

Location: Main Auditorium - Building 1

Security Team Leader: Dwight Meadows

Will help create a safe and orderly environment on campus.

Details

- A nurse or trained EMT will be available on-site.
- All security personnel will be reachable by radio.
- Patrols will be conducted around the campus.

Skits Team Leader: Jerry Woods

Will create an engaging program to enhance VBS theme.

Responsibilities

- Write and practice skits for each night of VBS.
- Assemble a team to help with the skits.

Location: Main Auditorium - Building 1

Snacks Team Leader: Kristi Wilbur

Will provide creative snacks for the students each evening of VBS.

Responsibilities

- Create snack supply list and organize donations.
- Decorate the snack area.
- Distribute snacks and drinks to children.

Location: Family Life Center - Building 5

Volunteers Team Leader: Sarai Tijerina

Will oversee volunteer assignments and other details about the week.

Details

- Organize and communicate with volunteers.
- Answer questions and needs at registration

