

Tucson Baptist Church



Volunteer Handbook

June 18, 2025

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GENERAL INFORMATION

Attendance

Registration: Please arrive by 5:10 pm to set up as registration will open at 5:20 pm

Crew Leaders/helpers: Please be at your designated area by 5:30 pm to welcome children

Department Leaders/helpers: Please be at your designated area by 5:30 pm to prep for the evening.

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 Red Cross sticker before giving snacks or allowing them to participate in any strenuous activities. The medical symbol can be applied by registration or snack workers if the child has any health needs.



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

520-488-8828

sarai.tijerina@tucsonbaptist.com

BIBLE BUCKS GUIDELINES

Crew Leaders: 1 Bible Buck for attendance, good behavior, and bringing their Bible each night

Registration Team: 5 Bible Bucks for each visitor brought

PRESCHOOL TEAM

Jenn Perry

Brandi Molina

Jessica Somerville

Zoe Buelna

Nathalie Donald

Clarissa Navarro

Fatima Argraves

Alison Yonai

Sophia Botello

Cassandra Sandoval

Carolina Salazar

NURSERY TEAM

Viridiana Gonzalez

Dani Ramirez

Shawna Browne

Angelica Martinez

Elizabeth Musange

Jacquelin Castillo

Julie Donald

Juanita Gomez

Allyssa Moore

Carmelina Pineda

Beatriz Gonzalez

Sierra Hatfield

Esther Kilimba

Libby Murillo

CREW LEADERS AND HELPERS

K-5 GIRLS

Teresa Yescas
Faviola Hernandez
Monique Pineda
Jessica Rodriguez

1ST GRADE GIRLS

Kimberly Lopez
Amber Newborn
Zuly Lopez
Emily Smith

2ND GRADE GIRLS

Shellee Haines
Emma Dawson
Claire Perry
Allison Peck

3RD GRADE GIRLS

Amanda McDaniel
Belinda Bee
Emma Leyva

4TH GRADE GIRLS

Elisabeth Hickman
Alayna Traynor

5TH GRADE GIRLS

Jackie Price
Alexandria McCarthy

6TH GRADE GIRLS

Stacy Roy
Addison Rau

K-5 BOYS

Jonathan Carpenter
Logan Roy
Diego Munoz
Thomas Korankye

1ST GRADE BOYS

James Lopez
Mateo Munoz
Albert Kankisingi

2ND GRADE BOYS

Dan Taylor
Eric Bailey
Gabe Dawson

3RD GRADE BOYS

Julian Munoz
Alejandro Guerrero
Tramien Ramer

4TH GRADE BOYS

David Siers
Pedro Lopez
Anthony Argraves

5TH GRADE BOYS

Rogelio Martinez
Santiago Andraux
Jacob Allan

6TH GRADE BOYS

Jeremy Traynor
Zachary Rau
Wilberforce Korankye

VBS Schedule 2025

Sunday: Day #1 None

	K5	1 st -2 nd Grades	3 rd – 6 th Grades
6:00-6:20	OPENING	OPENING	OPENING
6:25-6:45	GAMES	BIBLE	SNACKS
6:50-7:10	SNACKS	CRAFTS	BIBLE
7:15-7:35	BIBLE	SNACKS	GAMES
7:40-8:00	CLOSING	CLOSING	CLOSING

Monday: Day #2 Double Bucks Night

	K5	1 st -2 nd Grades	3 rd – 6 th Grades
6:00-6:20	OPENING	OPENING	OPENING
6:25-6:45	CRAFTS	BIBLE	SNACKS
6:50-7:10	SNACKS	GAMES	BIBLE
7:15-7:35	BIBLE	SNACKS	CRAFTS
7:40-8:00	CLOSING	CLOSING	CLOSING

Tuesday: Day #3 Picture Day

	K5	1 st -2 nd Grades	3 rd – 6 th Grades
6:00-6:20	OPENING	OPENING	OPENING
6:25-6:45	(picture 1 st) GAMES	BIBLE	SNACKS
6:50-7:10	SNACKS	(picture 1 st) CRAFTS	BIBLE
7:15-7:35	BIBLE	SNACKS	(picture 1 st) GAMES
7:40-8:00	CLOSING	CLOSING	CLOSING

Wednesday: Day #4 Dress Up

	K5	1 st -2 nd Grades	3 rd – 6 th Grades
6:00-6:20	OPENING	OPENING	OPENING
6:25-6:45	CRAFTS	BIBLE	SNACKS
6:50-7:10	SNACKS	GAMES	BIBLE
7:15-7:35	BIBLE	SNACKS	CRAFTS
7:40-8:00	CLOSING	CLOSING	CLOSING

Thursday: Day #5 Mario Kart Night

	K5	1 st -2 nd Grades	3 rd – 6 th Grades
6:00-6:20	OPENING	OPENING	OPENING
6:25-6:45	CRAFTS	GAMES	BIBLE
6:50-7:10	BIBLE	BIBLE	GAMES
7:15-7:35	MARIO KART	MARIO KART	MARIO KART
7:40-8:00	CLOSING	CLOSING	CLOSING

Theme Nights

Each night will have a special emphasis to highlight engagement.

Monday: Double Bible Bucks Night

Double Bible Points will be given for attendance, visitors, & Bible

Tuesday: Picture Night

Crew pictures will be taken

Wednesday: Game Theme Dress Up

Everyone who dresses up will receive a small prize

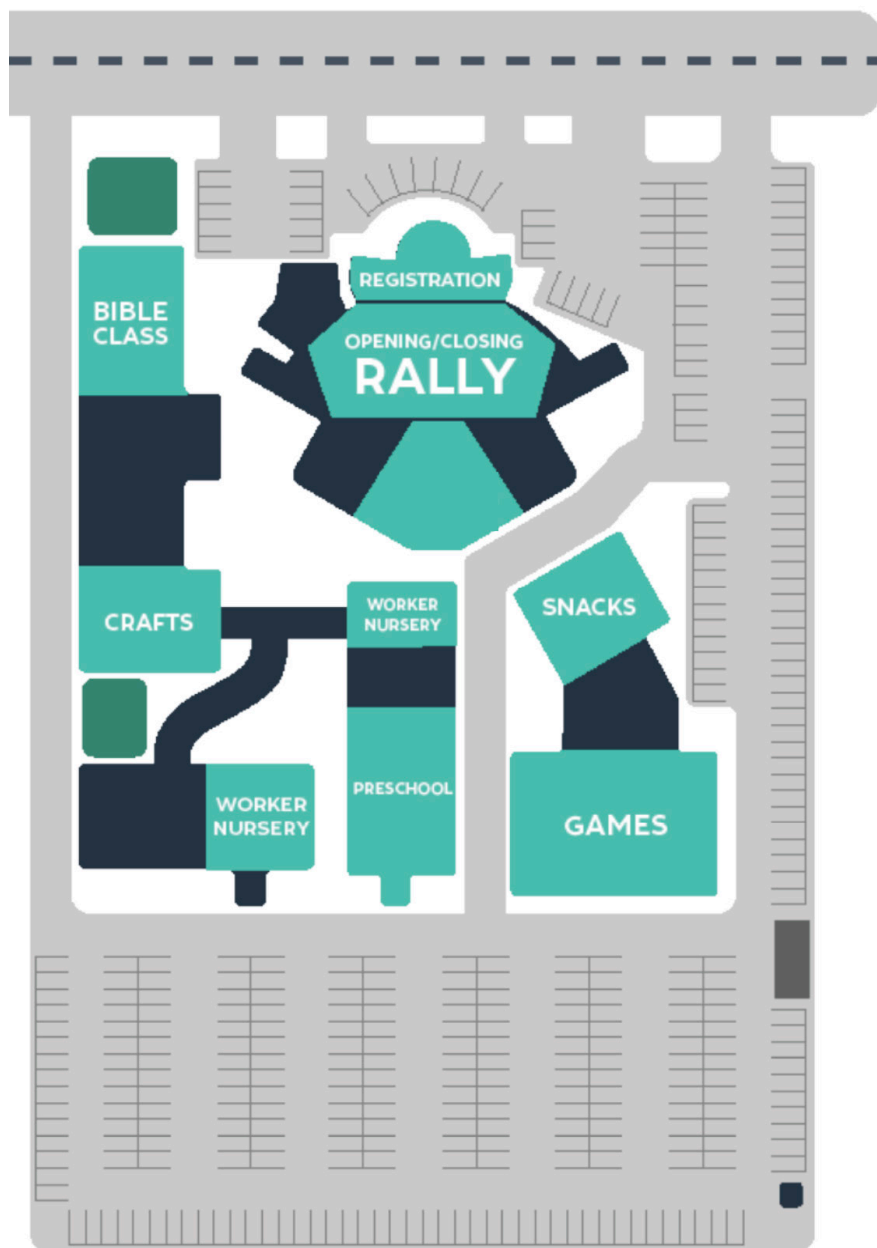
Thursday: Otter Pops/Mario Kart Race

Closing rally will involve a Mario Kart Race to watch! After the closing rally, everyone will receive Otter Pops in the Courtyard

Schedule Changes:

- VBS will begin on Sunday night and will conclude on Thursday night. There has also been a time change for VBS to end by 8:00pm.
- The highlighted stations each night will only have 1 rotation of children. This allows more time for these stations to prepare for the following material and help when needed.
- On Thursday, there will not be a snack rotation, but the snack department leaders will prepare a goodie bag for Crew Leaders to pass out at the end of the night.
- Pie in the Face will still occur Monday-Wednesday nights but there will not be a pie in the face night on Thursday. Instead, there will be a Mario Kart Race between 3 pastors where children can still bring in their offering money to vote for a racer to get their first choice in vehicle and Power Ups.

Columbus Blvd



DEPARTMENT TEAM LEADERS

DIRECTOR.....	Sarai Tijerina
BANK	Beth Siress
BAPTIST BUCKS STORE.....	Angela Lopez & Cheryl Montagu
GAMES	Quintin McDaniel & Dan Somerville
BIBLE LESSON	Jon Minge & Kevin Rau
BIBLE COUNSELING	Noah & Andrea Kerch
CRAFTS.....	Julie Sanchez
MUSIC	Jon Carpenter & Bobby Perry
NURSERY	Viridiana Gonzalez & Dani Ramirez
PHOTOGRAPHY	Jenessa Armstrong
PRESCHOOL CLASS.....	Brandi, Jenn, & Jessica
RALLY.....	Javier Martinez & Josh McLaren
REGISTRATION.....	Erica Soto
SECURITY	Keith Bee & Dwight Meadows
SNACKS.....	Karisa Crews
DECOR TEAM.....	Brianna, Diana, Emma, & Vanessa

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: The Auditorium - Building 1

Bible Bucks Store Leaders: Angela Lopez & Cheryl Montagu

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

Responsibilities

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

Location: Family Life Center - Building 5

Games Team Leader: Quintin McDaniel & Dan Somerville

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 Minge & Kevin Rau

Will prepare and teach the Bible lesson each night.

Responsibilities

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

Location: Chapel - Building 2

Bible Counseling Team Leader: Noah & Andrea Kerch

Will train the counselors and oversee the counseling process.

Responsibilities

- 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. Will create follow-up visits for all first time visitors and salvations.
- All baptism prospects and first-time visitors will be assigned to Growth Group leaders.

Location: Chapel - Building 2

Crafts Team Leader: Julie Sanchez

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 Leaders:

Crew Leader Responsibilities

- Meet students from 5:30-6:00 PM each night in the Main Auditorium. Crew Leader material will be in your section.
- Take kids to Bible lesson, games, crafts, snacks and rally at designated times.
- Sit and participate with kids in the rallies.
- Gather and distribute name tags from kids each night.

Location: The Auditorium - Building 1

Nursery Team Leaders: Dani Ramirez & Viridiana Gonzalez

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-8:15 PM.

Location: Infant Room - Building 3

1 & 2 yr old Rooms-Building 4

Photography Team Leader: Jenessa Armstrong & Hailey Wingert

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

Responsibilities

- Take pictures and send photos to be posted on social media.
- Take crew photos on Tuesday in the Main Auditorium.

Preschool Class Team Leader: Brandi, Jenn, Jessica

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: Javier Martinez & Josh McLaren

Will lead opening and closing rallies each night.

Responsibilities

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

Location: The Auditorium - Building 1

Registration Team Leader: Erica Soto

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.
- Help pass out water bottles to volunteers
- Help organize and distribute photos

Location: The Auditorium - Building 1

Security Team Leader: Keith Bee & 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.

Snacks Team Leader: Karisa Crews

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

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Thank you for serving!