



Keepers of the Kingdom VBS Info Meeting 3/26/23

Important Dates: VBS July 12th-15th

July 12, 13, & 14: 6:30-8:30 *staff arrive by 6pm*

July 15th: 1:00-2:00 VBS then Fun Faire 2:30-4:30

staff arrive by 12:30

VBS Workshop July 8th 9am-12pm

Run through

lessons/crafts/games/music/drama/supplies with teams, troubleshoot, ask questions

VBS Final Decorations July 9th

Final decorations put up after church (all hands on deck!)

Volunteer Roles

Prayer Team-

Any members of the congregation who will pray regularly for VBS staff and children before, during, and after VBS. Need Prayer Coordinator to schedule prayer times and regularly communicate with the team.

Decorating Team-

Brainstorm, plan, and execute a fun medieval decorating theme throughout the church—in the sanctuary, hallways, café area, ICON room, and Kidz Connect. Think stone walls, castles, draw bridges, knights, torches...etc!

Troupe Leaders-	Checks children in and out each day, leads them from rotation to rotation, make sure children in troupe are accounted and cared for, send home flyers, crafts, handouts with parents each day, writes follow-up postcard to each child after VBS
Royal Trainers-	In charge of teaching during the lesson rotation to each group (teacher guides for each age group included)
Nursery Team-	Provide childcare for children under 4 whose parents are serving in VBS
Craft Team-	Plans and facilitates crafts for all age levels (craft guide included for elementary and pre-K). Stationary; troupes will rotate to your area. Organize supplies needed for each day and communicate with Director what is needed ahead of time. Set up and clean up craft area.
Games Team-	Plans and facilitates games for all age levels (game guide included). Stationary; troupes will rotate to your area. Organize supplies needed for each day and communicate with Director what is needed ahead of time. Set up and clean up games area. *Day 4 games will be held during the Fun Faire in parking lot on Saturday, July 15 th 2:30-4:30.
Snack Team-	Plans and hands out snacks for all age levels (snack guide included). Set up and clean up snack area every night. Monitor allergy lists (given beforehand) and serve alternate snacks to those children.
Music Team-	Cheer Squad! Helps Director run opening and closing assemblies by leading worship songs and teaching the motions
Sound Team-	Run the sound equipment in the sanctuary for presentations, music videos, and microphones during opening and closing assemblies each night and Saturday afternoon.

Drama Team-	Rehearse and perform short skit each night during opening/closing assemblies. Scripts provided and creativity encouraged!
Photo/Video Team-	Take photos/videos of staff and children throughout the week having fun at VBS and make a short recap video to show at church on Sunday, July 16 th . All kids without photo permission will have a bright wristband so Photo Team can identify them easily.
Info/Greeting Center-	These volunteers will be near the entrance or coffee bar area to help lead parents and children to their troupe area to check in, help parents fill out registration forms if they have not preregistered, answer questions. *VBS Greeters will also help man the Info Center table between services in June/July leading up to VBS*
Firefighters-	These individuals help the Director “put out fires” that inevitably happen during large events, and help prevent “fires” by looking ahead to see potential problems and helping to create a Plan B or Plan C in case something goes wrong (power outage, sound equipment failure, etc.)
Safety Team-	A member of the C3 Safety Team to be present during VBS

**Please fill out a sign-up sheet
with your contact information and what position/role(s)
you are interested in serving and I will be in contact with you
in a couple weeks!
Questions/Comments?**