

SECTION 2.10

Job Descriptions Other Committees or Positions

Subsection 2.17

Elementary Sunday School Superintendent

Obtain teachers for elementary classes.

Provide a Sunday school teacher training each year in August. See Menno Child/Youth Safety Policy.

Order Foundation material on quarterly basis for classes.

Prepare annual report for Church Report Book.

Do bulletin board theme/decorations for Sunday school wing.

Guidelines:

Foundation material will be used unless otherwise cleared with the Sunday School Board.

Actual class time should be no less than 40 minutes with the exception of a few weeks prior to any special programs requiring practice/rehearsal time (Christmas program, musical program etc.)

Effort should be made to cover all lessons in the quarter so that each quarter begins with the new material for that time frame.

Twenty minutes of singing is allowed during opening or closing. Foundation suggests no story be given in opening.

Inform board as to progress or problems for their consideration or help.