



Our Lady of Lourdes Roman Catholic Church ✠ Erath, Louisiana

Elementary Summer Religion Program 2024

Description of Volunteer Duties

All volunteers who are **18 years old or older** must complete **mandatory Safe Environment training**.

We will offer “**initial**” and “**continuing education**” training sessions in late May or early June.

Details will be published in the weekly church bulletin.

NOTES FOR SCHOOL-AGE VOLUNTEERS:

- High school and middle school students who truly want to help guide and support our elementary students as they learn more about our Catholic faith are **welcome** to volunteer.
- **This is not a social event for student volunteers!** Volunteering because you want to “be with your friends” is not good enough! **Your attention must be focused on our “campers” all morning, every morning!**
- You are a disciple of Christ! You are called to share the Good News, Catholic doctrine, and the love of Jesus with everyone you meet! As a crew leader or an assistant crew/station leader, you are called to **encourage** and **engage** “campers” in all of our activities as well as help us **model self-discipline** and **monitor the camper’s behavior**, especially while other leaders are speaking. **Please make an effort to get to know the children in your crew!** Jesus would not ignore them! He would sit with them, speak with them, help them, and mentor them!
- **Please do not use your cell phone** while you are in learning centers with the children. **Please leave other gadgets at home.** Your attention should be **focused on getting to know and helping the children!**
- High school and middle school students may earn public/private school extracurricular service points for volunteering to help with this program. For this reason, Mrs. Frances uses **volunteer sign-in sheets** to check roll for volunteers.

“Camp Nurse” or “Camp Mom”

(will need one retired nurse, parent, or grandparent)

The “Camp Nurse” or “Camp Mom” will administer first aid for minor injuries and/or illnesses as well as make phone calls to parents when over-the-counter meds may help a child remain with us for the remainder of the morning. Of course, when necessary, the “Camp Nurse” or “Camp Mom” will contact the parent to arrange for early pick-up.

Paint Crew (usually paints props and backdrops one or two week(s) before Summer Program begins)

(will need an adult leader; also need high school/middle school students, and/or adults to help paint)

The paint crew will meet with us in late May/early June 2024 to paint backdrops and/or props which will help provide an overall theme for the program (as well as signs, decorations, or props for learning centers, when necessary).

Crew Leaders

(will need twenty (20) crew leaders; may be professional teachers, parents or other adults, or high school students)

Each crew (approximately ten children in the same grade level) will have a crew leader to guide and monitor behavior of the students throughout each morning session. One crew leader in each grade level (preferably a professional teacher or other adult) will serve as the “captain” crew leader. He/She will offer support and guidance to the other crew leaders. When necessary, Mrs. Frances will handle discipline issues with students.

Assistant Crew Leaders

(will need at least ten (10) assistant crew leaders for the lower grade levels; may be parents or other adults, high school students, or middle school students)

Mrs. Frances makes the effort to honor each volunteer’s request for a specific grade level, but **age matters!** When necessary, younger assistant crew leaders will be assigned to younger crews; older assistant crew leaders will be assigned to the older crews.

Station Leaders (an entire grade level will be in each station for 25 minutes each day)

In addition to the specific duties described below, each station leader is to oversee the preparation, general maintenance, organization, and clean up of the supplies and materials used in his/her station each day.

- **Craft, Activity, and ToB (Theology of the Body) Center (1-2 crafts per day)**

(can use two (2) craft leaders, but one (1) will be sufficient; may be adults and/or high school students; will also need the help of one or two middle school assistants)

Craft Leaders will meet with Mrs. Frances in late May/early June to become familiar with daily Bible stories, grade-appropriate ToB topics, and craft activities. Every morning, the craft station leaders will have to demonstrate the correct assembly of each craft activity and, with the help of the crew leaders and assistant crew leaders, monitor student progress and behavior in the craft station. As soon as possible, **assistant craft station leaders** should get in the habit of preparing and organizing supplies one day in advance. Games, color sheets, puzzles, etc., may also be used in this learning center.

- **Catechism Corner (where students read/review catechism lessons)**

(will need one (1) catechism leader; preferably a professional teacher, parent, or other adult)

Following the chart of suggested lessons as a guide, and with the assistance of all of the crew leaders in each grade level, the catechism station leader will help the children read and discuss daily grade-level lessons from the assigned **catechism books**. From time to time, it may be easier to allow the children to read and discuss easy-to-read lessons in small crew groups and come back into a large group for an activity or a quick review/game.

- **Outdoor Games (outdoor exercise and old-fashioned games)**

(will need one (1) outdoor games leader; preferably a professional teacher, parent, or other adult)

The outdoor games leader will help the children exercise and move in a simple, safe, playful way. Simple daily exercises and a handful of inexpensive “old school” outdoor games may be incorporated into the program. Quiet, “rainy day” back-up plans will be necessary as the students will move into the church parish hall (or a couple of classrooms) in inclement weather.

- **“Quiet Time in Church” Center**

(will need one (1) Scripture station leader; preferably a professional teacher or other adult)

In recent years, after each grade level’s daily exercise session ends in the Outdoor Games center, we have allowed children to opt out of the rest of the day’s outdoor games to go into church to sit/pray quietly under the supervision of two crew leaders. If possible, as a review of the daily topics, we’d like to have an adult volunteer present in church throughout the morning to **read the Bible stories directly from the Bible and/or read a brief biography of a saint**. (We’ve considered offering the same opportunity for children to opt out of the craft center as well, but we must secure an adult leader in this station first!)

- **Prayer Center (where students learn/review traditional grade-level prayers)**

(Depending upon enrollment and location of this learning center, we will need 2-4 prayer station leaders to organize/monitor activities; may be a professional teacher, parent, other adult, or high school student)

Using a list of suggestions as a guide, the Prayer Center Leaders are encouraged to lead games and activities to help the children learn/memorize age-appropriate traditional prayers within his/her classroom. (Our **grade-level prayer sheets** are linked to the **Prayer webpage** of our church website.) With the help of Crew Leaders, Prayer Center Leaders should monitor the progress and behavior of everyone in their classroom.

- **Prayer Partners (need as many volunteers as possible)**

(may be parents, grandparents, other adults, high school students, or middle school students)

Prayer Partners listen to children recite memorized prayers in the **Prayer Center** and record student progress on individual student charts. The Prayer Partners do not need to be here all morning long, nor do they need to be here every day. We hope to prepare a schedule for Prayer Partners to avoid excess numbers of volunteers at any one moment. When time/space allows, the Prayer Partners may go into the Prayer Center classrooms to help with student activities.

- **Theater Center (students watch 15-20 minutes of a DVD or a skit each day or work on other games/activities to reinforce Bible stories, topics, and/or other lessons presented that day)**

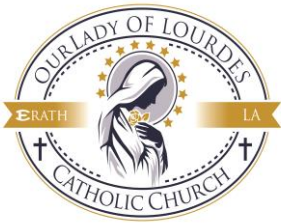
(will need one (1) theater station leader; may be a professional teacher, parent, adult, or a high school student)

The theater station Leader’s Guide may include DVDs, skit scripts, Q/A, and/or other game/activity information that should be used in the daily theater lesson. When DVDs are involved, the theater station leader is welcome to preview the DVD(s) before the summer program begins.

Drama Crew

(will need an adult or high school drama crew leader; high school/middle school students, and/or adult members on the crew)

If we are able to gather enough volunteers for an “official” drama crew, we would like to use their skills and talents to help reinforce each day’s Bible Story or a related topic in our “**daily finale**.” The drama crew may linger to rehearse for the next day’s skit after the children’s dismissal. **NOTE:** The first (or more) rehearsal(s) may be scheduled before the first day of the program.



Summer Program Volunteer Form 2024

2024 Two-Week Summer Elementary Religious Education Program

Our Lady of Lourdes Roman Catholic Church Parish Office; 700 South Broadway; Erath, LA 70533

Phone: 337-937-6888 • Fax: 337-937-8650 • Email: ftoups@gmail.com



All that we have and all that we are is a gift from Almighty God: our time, our talent, our money, and even the gift of life itself. We show our gratitude for these gifts by returning a portion of them back to Him. As an heir of the Eternal Kingdom, you are asked to prayerfully consider joining the team of volunteers who are following the example of Jesus Christ. We are called to give our lives in the service of others.

Please complete and submit this Volunteer Form to the Church Parish Office or you may email a scanned file or snapshot of this completed form to ftoups@gmail.com.

Safe Environment Training:

As mandated by the Diocese of Lafayette, volunteers (age 18 and older) must go through an annual Safe Environment certification class to be eligible to work or volunteer in close proximity to children. If necessary, we will (e)mail information regarding scheduled training sessions to you.

Flocknote: All volunteers (and/or their parents) will be added to "ElemSumProgVol" group for text message updates and/or reminders.

Please print:

Student Volunteer's Name: _____

If a **student**, please identify your age: _____ (REMINDER: Age 18+ must complete Safe Environment Training for adults!)

If a **student**, please identify your current grade level: _____ School: _____

If a **student**, please print parent's name: _____ Cell Phone: _____

If a **student**, please print parent's email address: _____ @ _____

Adult Volunteer's Name: _____

Cell Phone: _____

Mailing Address: _____

City: _____ Zip: _____

Email Address: _____ @ _____

Emergency Contact Name: _____ Phone Number: _____

All volunteers receive a t-shirt!

Circle **youth** t-shirt size: S M L XL

Circle **adult** t-shirt size: S M L XL 2X 3X

Please check **all** positions that interest you. If necessary, we will contact you for more details.

☐ **Camp Nurse** or "Camp Mom" (may be a retired nurse or other adult to administer first aid and/or contact parents if necessary)

☐ **Crew Leader** (may be a professional teacher, other adult, or a high school student)

☐ **Assistant Crew Leader** (may be an adult, a high school student, or a middle school student)

☐ **Learning Center Leaders** (may be a professional teacher, other adult, or high school student)

☐ **Craft/Activity/ToB Center** ☐ **Prayer Center** ☐ **Theater Center** ☐ **Outdoor Games Center**

☐ **Catechism Center Leader** (may be a professional teacher or other adult)

☐ **Assistant Center Leaders:** (may be a professional teacher, an adult, a high school student or a middle school student)

☐ **Craft/Activity/ToB Center** ☐ **Prayer Center** ☐ **Theater Center** ☐ **Outdoor Games Center**

☐ **Prayer Partner** (may be an adult, a high school student, or a middle school student)

☐ **Paint Crew Leader and/or Paint Crew Members** (may be adults, high school students, or middle school students)

☐ **Drama Crew Leader and/or Drama Crew Members** (may be adults, high school students, or middle school students)

☐ **Photographers** (may be an adult, a high school student, or a middle school student)

☐ **Substitute Crew Leaders:** There are days when we need substitute crew leaders. *Can you help us?*

If you are interested in serving as a **crew leader** or an **assistant crew leader**, please **circle** your preference of grade levels:

1 2 3 4 5

NOTE: While we do attempt to assign volunteers according to their preferences, **younger** assistant crew leaders typically serve in **younger** grade levels while **older** assistant crew leaders serve in **older** grade levels.

Does this volunteer have any **pre-existing schedule conflicts** from June 12-23?

Volunteer's Signature: _____ Date: _____

If a **student**, parent's signature: _____ Date: _____

- Has this **student** read the **NOTES FOR SCHOOL-AGE VOLUNTEERS** in large **yellow** box on the **Description of Volunteer Duties** sheet? **Yes No**
- Does this **student** agree with the **NOTES FOR SCHOOL-AGE VOLUNTEERS**? (To summarize: Your focus should be on our campers, not your friends!) **Yes No**