



## JOB DESCRIPTION

**TITLE:** BLAST SMALL GROUP LEADER  
**REPORTS TO:** BLAST DIRECTOR and BLAST LEADS  
**TRAVEL:** MODERATE (40%)  
**FLSA STATUS:** NON-EXEMPT

**ABOUT THE POSITION:** The BLAST Small Group Leader (SGL) works under the direction of the BLAST Director and BLAST Leads. The primary responsibility is to shepherd small groups of elementary-age children. The BLAST SGL is committed to their work as a God-given ministry, with the motivation to please God and bring honor to Him.

### MINIMUM QUALIFICATIONS:

#### All Employees:

- Must be a born again Christian dedicated to the purpose, goals, and mission of FCS.
- Are required to be in weekly attendance at a Bible-teaching church of his/her choice. FCS, as a ministry of Friends Church Yorba Linda, expects its employees to refrain from promoting their own church or denomination.
- Are expected to have a knowledge and understanding of the philosophy and objectives of FCS and be in agreement with the Statement of Faith adopted by the School Board.

#### BLAST SGL:

- Must be at least 18 years of age and a high school graduate or equivalent.
- Leadership experience with children is highly desirable.

### RESPONSIBILITIES (ESSENTIAL FUNCTIONS):

- Must be available to work full-time the entire 7-week BLAST summer program.
- Motivate and lead children to accept God's gift of salvation, help them grow in their faith, and lead them to a realization of their worth in Christ.
- Shepherd a small group of 10-12 children each week by actively engaging with them, offering positive reinforcement, and providing effective discipline whenever necessary.
- Prepare and lead a 30 minute small group study after chapels on Mondays, Tuesdays, and Thursdays.
- Attend all activity rotations with your small group on Mondays, Tuesdays, and Thursdays and assist BLAST Leads at each rotation.
- Attend all weekly BLAST field trips to various amusement parks on Wednesdays and Fridays and supervise your small group.

- Assist BLAST Teachers during morning academic periods and BLAST Leads during afternoon rotations.
- Write personalized encouragement/acknowledgment notes for each child at the end of each week.
- Actively engage with children during drop-off and pick-up times.
- Confer with BLAST Director to resolve student behavioral problems.
- Provide leadership in various aspects of the BLAST summer program as assigned.
- Attend staff orientation and meetings as required, including a mandatory pre-BLAST Orientation Day.
- Clock hours worked on a daily basis through ADP.

#### **ABILITY TO:**

- Manage small group dynamics and consistently enforce appropriate behavioral boundaries with children.
- Understand, teach, and live out Biblical truths.
- Communicate effectively with children, staff, and others verbally and in writing in a professional manner.
- Maintain confidential information with discretion and judgment.
- Resolve conflict with students, staff, and others.
- Make effective, sound decisions in a timely manner in a variety of contexts, including in emergency or crisis situations.
- Work effectively as part of a leadership team.

#### **ENVIRONMENT/PHYSICAL REQUIREMENTS**

This position is in a summer school/day camp setting; must be able to sit, walk, stand for extended periods of time, carry, lift (up to 20 pounds), reach, stoop, read, write, and climb stairs. Must also be comfortable in water at the beach, pool, and waterpark field trips.

#### **SPECIAL REQUIREMENTS:**

- Must be a U.S. Citizen or have the legal right to work in the United States.
- Must successfully complete a Livescan and TB test/risk assessment.
- Must maintain federal, state and local certification requirements as necessary.