

Sample Buddy Role Description



Prior to Start of Program Year:

Contact your assigned child's parent. Some key questions might be:

- a) What is the nature and extent of your child's special need?
- b) Are there specific tactics or guidelines that work best in keeping your child engaged and cooperative?
- c) Does your child need time away from the group for quiet, a rest, or a snack?
- d) Does your child have any dietary restrictions or allergies?
- e) What are your child's favorite activities?
- f) How can I make this experience positive for your child?
- g) Give them your phone number.
- h) Perhaps offer to meet with the child in their home prior to the first Sunday/Team Kid session.

All Year:

- a) Plan to come in 15 minutes early for VIP (Vision, Information, Prayer) in the *INSERT ROOM NAME HERE*.
- b) If you are not able to make it to Sunday School/Team Kid, contact *INSERT NAME HERE AS SOON AS POSSIBLE*, so that a back-up plan can be put into place.
- c) When in class with your child, **MONITOR** how they are doing.
 - If the child is cooperative and attentive, you may want to drop back a little.
 - If the child is quiet but not really paying attention, redirect their attention back to the teacher.
 - If the child is scared, angry, or agitated, and cannot be settled down within the classroom, take them to a quiet, **public** area of the church.
- d) If your child needs to use the restroom, go **with at least one other person** (child or adult, whichever is available).
- e) **NEVER** leave your assigned child alone.
- f) Focus on the child's positive behaviors. Avoid words like "don't" and "no" or "stop that," if possible.
- g) Don't release the child to anyone but the parent(s), unless they have made specific arrangements with you beforehand.
- h) Try to focus on positives when discussing the child with the parent at the end of class. If something happened that is a major concern, discuss with the ministry leader **first**.
- i) If your child hasn't come to service for a couple weeks, call them or send them a note letting them know that you miss them and wanted to see how they're doing.

Always remember that giving your time to a special kid may be considered by his or family as one of the greatest acts of kindness they have received toward their child. You are greatly appreciated! May God bless you as you minister!