

The Ministry of  
**Family Visitation Ministry Leader**

**Responsible to:** The Sabbath School Division Leader

**Relates Closely with:** Children and their families, the division record-keeper

**Ministry Mission:** To assist in the nurture of children through a family visitation ministry

**Responsibilities**

The family visitation leader plays a key role in keeping the Sabbath School connected with children and their families. This leader has the following responsibilities:

*To the Children*

- Facilitates home visitation so that leaders and crew leaders can better understand the needs of children in their care
- Demonstrates a concern for child safety by completing the Volunteer Ministry Information Form and returning it when asked, and by observing the Guidelines for Volunteers and Caregivers

*To the Leader*

- Keeps the leader posted on the progress of planning for an annual family program
- Assembles information needed, such as names of children, their parents' addresses and phone numbers, maps/directions
- Prepares a letter to parents informing them of the proposed visit and asking for confirmation of a convenient time
- Pairs up crew leaders with a division leader or assistant
- Presents the plan and schedules at a division leadership meeting
- Notifies the leader when emergencies cause a change of plans

*To the Team*

- Fills in where needed in an emergency
- Mentors another person to understand the ministry and step in as a substitute when needed

*To God*

- Maintains a habit of daily personal prayer and Bible study

**Time Commitment:** Approximately 60 minutes per week, during the fall

**Length of Commitment:** One or two years, depending on the practice of the local church

**Training:** Mentoring by the leader to learn how to organize the event

**Qualifications**

1. *Volunteer Ministry Qualifications*

The family visitation leader is committed to:

- Jesus Christ and to a growing personal relationship with Him
- Christ-centered ministry to children

2. *Special Qualifications*

- An attitude of servant leadership
- A passion for children and children's ministries
- An interest in meeting and connecting with families