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# role – club director

## Description

Club directors oversee one age specific club or youth program. The director has the unique opportunity to guide and shepherd the leaders who work directly with the kids. One of a director's main responsibilities is to equip others to serve as he casts the vision for the ministry year.

## Responsibilities

### Lead and Communicate

- Help the Awana ministry director recruit new leaders.
- Conduct regular leader meetings.
- Communicate any needs or challenges to the Awana ministry director.
- Let parents know what is happening whether that is by a blog, parents' nights, Facebook or other social media.

### Administrate

- Organize and plan the weekly meetings.
- Make sure accurate records are being kept.
- Plan theme nights and special events.
- Schedule Large Group Time speakers.
- Integrate the program schedule with other Awana activities and church events.
- Assist the Awana ministry director in managing the budget.
- Emcee and facilitate the club night.

### Shepherd

- Pray with the leaders and kids.
- Assist leaders in communicating the gospel to children.
- Model Christ-like leadership.
- Encourage leaders to meet the spiritual needs of the children and youth in their care.
- Motivate leaders to walk with Christ.

The director is key to a club as he communicates vision, shepherds the leaders and oversees logistics.