

**LIGHT TO OUR NEIGHBORS BIBLE CLUB**  
**Volunteer Training Manual (Short Edition)**

# LIGHT TO OUR **NEIGHBORS** BIBLE CLUB

VOLUNTEER TRAINING MANUAL

Northside Baptist Church

**JESUS  
SAVES**

Thy word is a lamp  
unto my feet, and  
a light unto my path.  
Psalm 119:105

*Let your light so shine before men,  
that they may see your good works,  
and glorify your Father which is in heaven.*

— Matthew 5:16

• THE GOSPEL • SAFETY GUIDELINES • BIBLE TEACHING



**Northside Baptist Church**

**Northside Baptist Church Outreach**

## **1. Our Mission (Why We Do This)**

Light to Our Neighbors Bible Club exists to bring the light of God's Word into our local neighborhoods by sharing the Gospel, teaching Scripture, and connecting families to a Bible-believing church.

Our goal is to reach children and families who may not otherwise attend church, and to do so in a way that is consistent, safe, and Christ-honoring.

### **Key Verses (KJV):**

*Matthew 5:14–16 — “Ye are the light of the world...”*

*Psalms 119:105 — “Thy word is a lamp unto my feet, and a light unto my path.”*

## **2. What Volunteers Should Expect**

Bible Club is designed to be simple and repeatable. Each meeting follows the same basic schedule so children feel safe and volunteers know exactly what to do.

### **Monthly Meeting Flow (40–45 minutes):**

- Welcome & Opening Prayer (5 min)
- Bible Lesson (15 min)
- Gospel Presentation (5 min)
- Songs + Memory Verse (10 min)
- Invitation & Church Connection (5 min)

### **3. Our #1 Priority: The Gospel**

Every Bible Club includes a clear Gospel presentation.

Please memorize and have these passages marked in your Bible.

#### **Romans Road (KJV):**

- Romans 3:23 — “For all have sinned...”
- Romans 6:23 — “For the wages of sin is death...”
- Romans 5:8 — “But God commendeth his love...”
- Romans 10:9 — “That if thou shalt confess...”
- Romans 10:13 — “For whosoever shall call...”

#### **Volunteer Reminder:**

We do not pressure children. We speak clearly, kindly, and biblically.

### **4. Volunteer Roles**

Bible Club works best with a small team where everyone has a clear job.

#### **Bible Teacher**

- Teaches the lesson
- Gives the Gospel clearly
- Keeps the group focused and calm

#### **Helper / Assistant**

- Helps with order, materials, and attention
- Assists children respectfully
- Supports the teacher (does not teach independently)

#### **Song Leader**

- Leads songs and memory verse
- Keeps the atmosphere joyful and reverent

#### **Prayer Team**

- Helps with prayer requests
- Prays with Children or Parents over any needs requested

### **Transportation Assistant (if needed)**

- Supports church transportation procedures
- Helps with safety and accountability

### **Setup / Cleanup Support**

- Helps set up supplies and seating
- Helps clean and pack up after

**All volunteers serve under church leadership and guidelines.**

## **5. Safety & Accountability Guidelines**

Safety protects children, volunteers, and the testimony of the church.

### **Required Standards:**

- Two-adult rule at all times
- No one-on-one isolation with a child
- Appropriate conduct and language at all times
- Church oversight for all events and volunteers
- Parent/guardian awareness encouraged whenever possible

### **Important:**

No volunteer should ever be alone with a child in a room, vehicle, or hallway.

## **6. Conduct & Ministry Standards**

We represent Christ and Northside Baptist Church.

Volunteers should:

- Be kind, calm, and respectful
- Avoid rough play or sarcasm
- Keep conversation age-appropriate
- Speak truth with gentleness
- Maintain a Christ-honoring attitude

## **7. Gifts, Materials, and Activities**

All materials must align with Biblical standards, church guidelines, and appropriate content for children.

**No items should be given out that conflict with the beliefs and standards of Northside Baptist Church.**

## **8. How We Connect Families to Church**

Bible Club is a bridge—not a separate ministry.

We invite families to:

- Sunday Bus Ministry / Transportation
- Master Clubs
- Children’s Bible Broadcast
- Vacation Bible School
- Special Church Events

Volunteers should be ready to answer basic questions and direct families to the appropriate church contact.

## **9. What To Do If a Child Needs Extra Help**

If a child is disruptive, upset, or struggling:

- Stay calm

- Ask a helper to assist
- Redirect kindly
- Do not embarrass the child
- If needed, involve the leader in charge

### **10. Volunteer Commitment**

By serving in Light to Our Neighbors Bible Club, volunteers agree to:

- Serve faithfully and respectfully
- Follow all safety guidelines
- Submit to church leadership
- Keep the Gospel central
- Protect the testimony of Christ and the church

### **Quick Volunteer Checklist (Before Each Club)**

- Arrive early
- Know your role
- Pray for the children & families
- Follow the schedule
- Keep safety standards
- Be friendly and welcoming
- Leave the area clean