



## **ST. LAURENCE LIFE TEEN CORE TEAM MINISTRY DESCRIPTION**

### **VISION**

#### **Hall Monitor**

Create and maintain a safe and courteous environment at St. Laurence Life Teen where they can know the love of Christ and to live to glorify God in all they do

### **REPORTS TO:**

St. Laurence Catholic Church Coordinator of High School Faith Formation, and, as applicable, the Confirmation Coordinator

### **QUALIFICATIONS**

- 90-minute Safe Environment Course (Link provided after initial in-person meeting)
- Signed Volunteer Acknowledgement, Code of Conduct, and Handbook

### **EXPECTATIONS OF A LIFE TEEN HALL MONITOR**

1. Observe and keep safe your assigned part of the building, entry/exit, or parking lot
2. Report anything unusual, suspicious or problematic to the front desk at X5390
3. Attend on Sunday evenings from 6-8:30 pm
4. Redirects any students who are lost or not where they are supposed to be
5. Walk unidentified adults to the front desk so they can check-in
6. Be able to answer questions and provide information about Life Teen
7. Commits to healthy relationships with Youth Ministry at St. Laurence Catholic Church, including Core members, youth ministers, Pastor, administrators, parents, and youth.

### **BEST PRACTICES OF A SMALL GROUP LEADER**

- Observe the hallway, classrooms, and building entrances assigned
- Monitor and listen for any mischief or sounds beyond ordinary from restrooms
- If you see an unidentified adult, please introduce yourself, ask how you can help, and remain with that person until they check-in at the front desk
- Look into classrooms, stairwells, etc. to make sure they are monitored.
- Ask Small Group Leaders if they need any supplies from the first-floor workroom
- Stay in the location that you are assigned to until all youth and adults have left that area
- Check all classrooms, bathrooms, halls, and stairwells in your area and report to a youth minister before you leave
- If you bring something to read, make sure it does not prohibit or distract your monitoring duties
- Smile and greet warmly any teens, adult volunteers, and parents
- Direct youth with kindness, but firmness, to the proper place/activity
- Remember and use names as much as possible
- Help guide any parents or students who look lost & Confused in the building
- Notify the High School Coordinator if you are unable to serve at a Life Night