



Sacred Heart Kids' Club Staff Expectations & Contract

2023-2024 In-Person Program

Weekly Club Meetings

Your Commitment as a Sacred Heart Kids' Club Staff Member includes:

- **Attending Staff Orientation:** Saturday, September 23, 10 am – 4 pm (*lunch included*)
- **Helping at club meetings on Thursdays from 3:00 – 6:00 pm**
 - **Participating** in all club activities, encouraging all the children to participate
 - **Being attentive, focused & following directions**
 - **Assisting as a Small Group Leader**
- **Being a role model of authentic Christian living**
- **Dressing modestly**
- **Attending all Staff Meetings**
- **Contacting the Sisters** at least 1 day ahead by text if you are unable to attend
- **Checking your e-mail** on Wednesdays for any updates
- **Helping with projects** occasionally, outside of Club Meetings (these hours can be included as service hours)
- **Being accountable** to give progress updates & complete projects
- **Allowing one week** for the Sisters to sign/approve your service hours

Have fun serving the Lord!

Service Hour Time Block 1
From 9/29/2023– 12/7/2023
Service Hours
for 10 weeks are 30 hours

Service Hour Time Block 2
From 1/4/2024 – 2/22/2024
Service Hours
for 7 weeks are 21 hours

Service Hour Time Block 3
From 2/29/2023 – 5/11/2023
Service Hours
sessions for 7 weeks are 21 hours

If you participate in planning sessions or other additional projects, please take note and add to the total number of submitted hours.