

SPARKS

**Staff Manual
Aurora Ev Free Church**

2011-2012



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(See Exodus 34)

02-07-2003

I WAS JUST MESSING WITH YOU ON THAT LAST ONE ... CHOCOLATE AND PIZZA ARE STILL OK



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WELCOME TO SPARKS CLUB!

AWANA Sparks Club is for boys and girls in Kindergarten, First, and Second Grades. As a Sparks leader you will be helping these children learn Bible verses and make practical applications for their future lives. What an opportunity...what a privilege...what a ministry!! Let's begin to pray for each other even now.

You will be amazed at the amount of Scripture your clubbers will learn with your help. Since you are a vital part of their learning process, this manual has been prepared to better equip you. Please take time to read it, and then keep it handy so you can refer to it when you wish.



NO EXCUSES

Most parents (Christian parents included) don't really care whether or not their child learns a verse. **Everything** else is a priority. Learning God's Word is the **last** thing most parents consider or encourage their child to do.

Psalm 119:16 — *I will delight in your principles and not forget your word.* (Just don't make my children work at it for 15 minutes a day! Whoa! What **are** you thinking, Lord? My kids have **more important** things to do!)

Come on, parents! We fuss and worry and complain about our children not growing up with a biblical worldview, and then we get upset because it takes them longer than 15 minutes to learn a verse? What's happening here? Where are our priorities? "We'd better wake up!"

Leaders, you can be proactive. Take some time to pray for the parents of your clubbers. Pray that God will give them the strength that they need to help their children learn His Word.

-excerpted from apPARENTlyblogging by Linda Weddle

Handbook Pacing Schedule

END OF 1st QUARTER
Red Jewel 1, Sec. 2

END OF 2nd QUARTER
Red Jewel 2, Sec. 4

END OF 3rd QUARTER
Green Jewel 3, Sec. 2

Club Finances

Sparks Vest	\$10.00
Used Vest	\$ 5.00
Handbook	\$ 9.00
Frequent Flyer Extra Credit Cards	\$ 8.00
Sparky Doll	\$ 8.00

DUES

Weekly	.50
Half-Year	7.50
Yearly	15.00

Sparks Club Rules

1. Sparks clubbers are to hang up their coat and check in with the secretary when they arrive at club, then go directly to the sanctuary.
2. Walking from one part of the meeting to another, should be done in an orderly fashion - clubbers following the leader single file.
3. No running in the halls. Clubbers who are seen running will be asked to return to their starting point and walk.
4. The kitchen stairway will be used when going to game time.
5. An Awana "5-count" will be used by the Director to maintain order. By the count of "5", everyone is to be quiet and attentive.
6. An Awana "3-count" is a special disciplinary measure used by the Commander or Director in dealing with a defiant clubber. If a leader has a continuing problem with a defiant child, take the child to the Club Director.

The World of Awana

Awana Sparks International, Bible-centered youth ministry providing local churches with weekly clubs and programs for pre-schoolers through high schoolers. Our goal is to reach boys and girls, and their families, with the gospel of Christ and train them to serve Him. The acronym AWANA comes from the first letters of Approved Workmen Are Not Ashamed (2 Timothy 2:15).

Awana began in 1950 as a youth program at the North Side Gospel Center in Chicago, Illinois. Lance Latham, the church pastor, worked with Art Rorheim to develop a program that would appeal to young people, reach them with the gospel of Christ and train them in the Lord's work. Other churches heard about the success of the Awana program and asked if they could use it. By 1960, Awana had chartered 900 clubs.

Today, there are more than 15,000 churches in the United States that have Awana Clubs. There are clubs in all 50 states. Awana can also be found in over 1,900 churches in more than 100 other countries, from Argentina to Zimbabwe, from Iceland to Australia.

Art
Rorheim



LEADERS



ATTENDANCE

Since you are a vital part of reaching boys and girls for Christ through Sparks Club, it is important for you to be present at all of our club meetings. We are asking each of you to strive for 100% attendance this year. It is also very helpful if you arrive by 6:45 on club nights.

If you must be absent, please try to find a replacement and then notify the Sparks Director.

APPEARANCE

We request that each leader wear an AWANA uniform to our club meetings. This helps the clubbers identify the leaders, encourages clubbers to wear their own uniforms, and also helps keep discipline in the club.

Order of Handbooks

A SPARKIE IN KINDERGARTEN MAY...

1. Complete the HangGlider handbook.
2. Review the HangGlider Handbook
3. Complete the HangGlider Frequent Flyer Extra Credit Cards

A SPARKIE STARTING CLUB IN FIRST GRADE MAY

1. Complete the HangGlider handbook.
2. Complete the WingRunner handbook.
3. Review the WingRunner handbook
4. Complete the WingRunner Freq Flyer Extra Credit Cards.
5. Review the HangGlider book
6. Complete the HangGlider Freq Flyer Extra Credit Cards.

A SPARKIE STARTING CLUB IN SECOND GRADE MAY

1. Complete the HangGlider handbook.
2. Complete the WingRunner handbook.
3. Complete the SkyStormer handbook.
4. Review the SkyStormer handbook
5. Complete the SkyStormer Extra Credit Cards
6. Review the WingRunner handbook
7. Complete the WingRunner Freq Flyer Extra Credit Cards.
8. Review the HangGlider handbook.
9. Complete the HangGlider Freq Flyer Extra Credit Cards.

HANGGLIDER WINGRUNNER SKYSTORMER



Handbook Hints

PASSING SECTIONS

First Time through handbook (to earn rank patch, pilot wing, and jewels)

1. Child recites verse and reference to leader, and any other requirements listed in “to finish this section.”
2. Child may have two helps per section.

Second Time through handbook (to earn review patch)

1. Bible verse and reference must be recited word-perfect, with no helps.
2. Review of the handbook may be done by completing the first segment of the Frequent Flyer Extra Credit Cards, or by reciting every section with a review bubble in the handbook itself.

EXTRA CREDIT (to earn Extra Credit Pin)

Frequent Flyer Extra Credit Cards - The handbook review is the first segment, followed by four segments of brand new verses to memorize. The review segment (or review from the handbook itself) must be completed before beginning the rest of the Extra Credit Cards. When all of the cards are completed, the Extra Credit pin is earned.

HANDBOOK COMPLETION AWARDS

Upon each completion of Handbook, Review, and Extra Credit Cards, Sparkies will be allowed to choose a prize from the “Sparky Suitcase”. The Book Completion ribbons and Sparky Award Plaque will be presented at a special year-end Awards Night.

NOTE: All sections are to be recited in their entirety at one session. Longer sections should not be broken down, or individual verses initialed. An exception to this rule may be made if working with a learning disabled child or very slow learner. Please clear any exceptions with the director.

Training



The AWANA SPARKS Leader Role Book gives an overview of the entire AWANA program. A training course covering this manual will be offered at the church. The time involved for training is approximately 3 hours. We expect all new leaders to go through this training, and encourage veteran leaders to refresh their memories as well. A test will be given, based on the material presented, after which you will be awarded the Sparks Training Pin to wear on your uniform.

On October 29th, an AWANA LEADERSHIP CONFERENCE will be held at the Evangelical Free Church in Kearney, NE. This Conference is for all AWANA leaders in the central part of Nebraska. Breakout sessions will be offered, there will be singing, a keynote speaker, and lunch will be provided.

Awana Ministry Conference

October 29, 2011
Kearney Ev Free Church
Kearney, NE

8:15 am - 3:30 pm

Sparks Leader Job Description



1. A saved person - one who has accepted Jesus Christ as your personal Savior. (Eph. 2:8-9)
2. True to the standards in God's Word. Christlike and living above reproach.
3. Consistent in your walk with the Lord. (Eph. 5:1-2)
4. Burdened to reach boys, girls, and their families for Christ and to establish them in the Christian faith.
5. Excited about your personal leadership ministry. Regard your service as a personal ministry from the Lord. Be enthusiastic!
6. Patient and gentle, yet firm in your standards (2 Tim. 2:24)
7. Sensitive to the needs of others (Phil. 2:4) Be sensitive to your Sparkies; listen when they need to talk. Pray for them.
8. Desirous to improve yourself in your ministry. Consider memorizing Scripture yourself, and take in available training.

SPARKS STAFF

Sparks Director	Fairy xxxx	xxx-xxxx
Game Director	Lonn xxxx	xxx-xxxx
Sparks Secretary	Ruth xxxx	xxx-xxxx
Leaders	Deb xxxx	xxx-xxxx
	Erin xxxx	xxx-xxxx
	Andy xxxx	xxx-xxxx
	Marjorie xxxx	xxx-xxxx
	June xxxx	xxx-xxxx
	Gary xxxx	xxx-xxxx
	Jack xxxx	xxx-xxxx
	Judy xxxx	xxx-xxxx
	Guy xxxx	xxx-xxxx
	Alexis xxxx	xxx-xxxx

SPECIAL ASSIGNMENTS

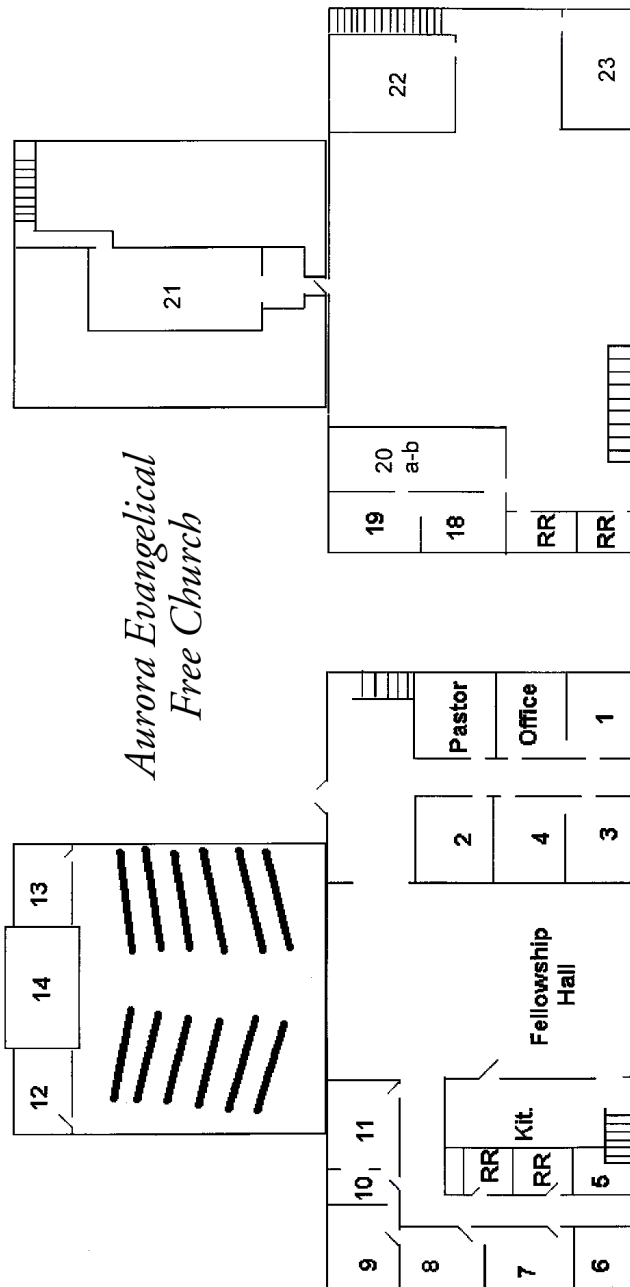
Attendance & Dues	Ruth
Color Sashes	Marjorie
Cookie Bucket	Deb
Flag Ceremony	Gary
Game Scorekeeper	Guy
Motto, Verse, Song	Judy
Pianist	June
Pre-Session Activity	Fairy, Andy
Quiet Seat Award	Erin
Song Leader	Deb
Sparky Puppet	Fairy
Story Time Leader	Fairy, Andy, Deb
Hand out Awards and Announce Scores	Judy

Game Time Color Line Leaders:

Red – Andy, Margie	Green– Judy, Erin, June
Blue – Gary, Guy	Yellow – Deb, Alexis

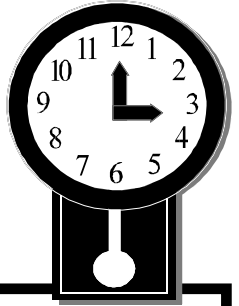
Substitutes:

Charlotte xxxx	xxx-xxxx
Pam xxxx	xxx-xxxx
Alayne xxxx	xxx-xxxx
JoAnnette xxxx	xxx-xxxx



*Aurora Evangelical
Free Church*

Nightly Schedule



- | | |
|-------------|--|
| 6:45 | Leaders arrive |
| 6:45-7:00 | Pre-session activity (sanctuary)
Attendance & Dues taken |
| 7:00 - 7:30 | Large Group Time (sanctuary)
Flag Salutes
Prayer
Motto, Verse, Sparks Song
Sparky Puppet
Announcements
Song Time
Devotional |
| 7:30-8:00 | Handbook Time
Prayer
Begin worksheet or activity
Recitation of handbooks
Complete Sparkle Time Sheet
Give sheet to Secretary |
| 8:00-8:20 | Game Time (basement) |
| 8:20-8:30 | Awards Time
Collect color sashes
Leaders return clubber books
Treat
Closing announcements
Clubber awards
Give take-home flyers |

2011 – 2012 Sparks Club Calendar

August 20	Leader Basic Training 8:00 a.m. – 12:00 p.m.
August 31	Leader Organizational Meeting 7:00-8:30 p.m.
September 7	UNDER THE BIG TOP Kickoff 6-8 p.m.
14	<i>"Is God Make-Believe or Real?"</i>
21	<i>"God's Home"</i>
28	<i>"Creation – the Beginning"</i>
October 5	LEADER PRAYER & PLANNING – 6:00 <i>"Creation – Adam"</i>
12	<i>"God's Rule"</i> - Operation Christmas Child
19	<i>"How Sin Started"</i> - Operation Christmas Child

FIRST QUARTER CLUB ATTENDANCE

26	AWANA LUAU FAMILY FUN FAIR
Saturday 29	AWANA CONFERENCE Kearney EFC 8:15 a.m. - 3:30 p.m.
November 2	LEADER PRAYER & PLANNING – 6:00 <i>"Rule Broken – Promise Given"</i>
9	<i>"God Keeps His Promise"</i>
16	MUSTACHE NIGHT - <i>"Prove It – Michael Faraday"</i>
23	NO CLUB – Happy Thanksgiving
30	<i>Christmas Story felt graph – Part 1</i>
December 7	LEADER PRAYER & PLANNING – 6:00 <i>Christmas Story felt graph - Part 2</i>
14	HAPPY BIRTHDAY JESUS PARTY <i>Christmas Story felt graph - Part 3</i>

SECOND QUARTER CLUB ATTENDANCE - S.S. ATTENDANCE

21	NO CLUB – Merry Christmas
28	NO CLUB – Happy New Year

January 4	LEADER PRAYER & PLANNING – 6:00 <i>"Daniel – the Test"</i>
11	HALFWAY NIGHT If half of handbook is completed, you may silly string your director next week. (Red J2 – Sec 4) <i>"Daniel – Prayer"</i>
18	<i>"Daniel – the Challenge"</i>
25	DRIVE IN MOVIE NIGHT
February 1	LEADER PRAYER & PLANNING – 6:00 <i>"Daniel – the Punishment"</i>
8	<i>"Daniel – the Contest"</i>
15	FISHING FOR HEARTS – Dress in fishing gear <i>"Daniel – the Deliverance"</i>
22	<i>"Ringu" Part 1</i>

THIRD QUARTER CLUB ATTENDANCE

29	LEADER PRAYER & PLANNING – 6:00 LEAPS AND BOUNDS NIGHT – <i>"Ringu" Part 2</i>
March 7	NO CLUB – Spring Break
14	<i>"Ringu" Part 3</i>
21	<i>"Ringu" Part 4</i> - Adopt a Club Project (Mar. 21-Mar 28)
28	MR. POTATO NIGHT – <i>"Ringu" Part 5</i> - Adopt a Club
April 4	LEADER PRAYER & PLANNING – 6:00 <i>"God's Good News"</i>
11	<i>"Jesus Returns to Heaven"</i>
18	WILD PANTS NIGHT <i>"God, the Holy Spirit"</i>
25	FINAL NIGHT OF CLUB - Practice for Awards Night

FOURTH QUARTER CLUB ATTENDANCE - S.S. ATTENDANCE

May 2	AWARDS NIGHT
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