**Text

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**Director**

**Goal**

* To lead a God-honoring, high-quality, effective Discovery Land ministry.

**Responsibilities (to do or delegate)**

* Recruit and train all DL Lead Teachers, Discover Time (DT) Leaders, Shepherds, and support volunteers. These could include:
  + Nursery Director
  + Nursery/Preschool/Elementary check-in and registration including:

Tracking visitors

Tracking new registrations

Tracking attendance

Printing weekly attendance forms

Printing labels and forms

* + Discover Market Coordinator: supplies, sets up, and runs the market
  + Pre-service review game and Worship Leader(s)
  + Lead Teachers, DT Leaders, and Shepherds for each classroom
  + Food Station Coordinator
  + DT Set-up Coordinator
  + Guest speakers, as needed
* Prepare each classroom with the required teaching tools.
* Choose the DT activities that will be used each quarter. Communicate to volunteers which Discover Times will be done and where they will be located.
* Provide resources for Lead Teachers and DT Leaders.
* Provide the Worship Leader(s) with music and the items needed for the review game.
* Regularly communicate updates and announcements to volunteers. Encourage and thank them throughout the year.
* Regularly communicate updates and announcements to parents. Encourage them throughout the year.
* Print Tracker’s Treasures and Tracker Jr. Include a separate handout if needed for church-specific announcements.
* Provide an appealing, kid-friendly environment for the DTs, registration tables, etc.
* During DL, make sure all volunteers are in place and answer questions, as needed.
* Perform four DL assessments each year.
* Develop, manage, and control the budget for DL.