

# Vacation Bible School (VBS) Environment Lead

## *Volunteer Position*

### **Position Summary**

The Environment Lead is responsible for transforming the school into an engaging and immersive space that brings the VBS theme to life. This role oversees all aspects of decorating, from planning and design to setup and teardown. The Environment Lead works closely with the VBS Director and other coordinators to ensure that decorations enhance the VBS experience and reinforce the biblical themes. This role also involves recruiting and organizing a team of volunteers to assist with decorating before and during VBS.

### **Key Responsibilities**

- **Plan & Design Decorations:** Develop a vision for decorating all VBS areas, including main gathering spaces, hallways, station rooms, and outdoor areas if applicable.
- **Recruit & Lead a Decorating Team:** Invite and coordinate volunteers to help with setup, decoration creation, and teardown.
- **Gather & Organize Materials:** Source, create, and gather decorations, working within the VBS budget and utilizing donations when possible.
- **Coordinate with Other Leaders:** Work with the Station Coordinator and Preschool Coordinator to ensure that decorations align with their space and activity needs.
- **Set Up the Environment:** Lead the decorating team in transforming the church into a visually captivating space before VBS begins.
- **Maintain & Adjust Decorations:** Monitor decorations throughout the week, making repairs or adjustments as needed.
- **Oversee Teardown & Cleanup:** Organize a team to remove and store decorations efficiently after VBS concludes.
- **Attend Planning Meetings:** Participate in pre-VBS meetings to coordinate decoration plans with the VBS Director and leadership team.

### **Qualifications & Skills**

- Creative vision and a passion for creating engaging environments
- Strong leadership and organizational skills
- Ability to recruit, coordinate, and motivate volunteers
- Resourcefulness in gathering materials and working within a budget
- Ability to problem-solve and adapt decorations as needed
- Willingness to work collaboratively with the VBS team

### **Time Commitment**

- Attend VBS planning meetings prior to the event
- Recruit and coordinate decorating volunteers in the weeks leading up to VBS
- Be available for setup and decoration in the days leading up to VBS
- Maintain decorations throughout the VBS week
- Oversee teardown and cleanup after VBS concludes

By serving as the Environment Lead, you help create a visually stunning and immersive experience that brings the VBS theme to life. Your creativity and leadership help set the stage for an unforgettable faith-filled adventure for children. Thank you for sharing your talents in this ministry!