**SEMINARY LEADERSHIP**

**Responsibilities**

**Everyone**

1. Encourage students to participate appropriately and invite the Spirit.
2. Encourage student unity and get to know each class member.
3. Be a friend (at seminary, school, church)
4. Be an example (at seminary, school, church)
5. Read your scriptures daily
6. Master the Doctrinal Mastery
7. Be prepared to substitute during the devotional if Group Leader AND assigned person are absent.
8. Assign Team Leaders and Teams every 6 weeks.
9. Communicate with each other and the teacher.

**President**

1. Conduct seminary every other week.
2. Text if you are not going to be there your day.
3. Reach out to students who have missed more than two days (or others).
4. Help with room set-up

V**ice-President**

1. Conduct seminary when asked.
2. Text if you are not going to be there your day.
3. Focus on students who are attending but could you use encouragement.
4. Help with room set-up

**Secretary**

1. Make sure the roll is out each morning and double-check that it is accurate at the end of the day. Some students forget to sign-in.
2. Devotional Support:
   * Give devotional assignment sheet to Group Leader the week prior.
   * Ensure the devotional assignment sheet is completed by Friday prior.
   * Call/Text reminder on Sunday morning to Group Leader the week of their devotional assignments.

**SEMINARY LEADERSHIP**

**Responsibilities**

**Group Leaders**

1. Devotionals
   1. Complete Devotional Assignment Sheet
   2. Text a picture of completed Assignment Sheet to Seminary Class Presidency
   3. Call or text reminders to students the day before their devotional assignment.
   4. Ask if student assigned to spiritual thought has any questions or needs any help the day before their spiritual thought.
   5. Be prepared to substitute if the assigned student is absent or unprepared.
2. Be an example.
3. Promote team unity by helping your group get to know each other.
4. Group Work:
   1. Ensure team member feels valued and participates during group work.
   2. Assign someone to present the group work to the class.
   3. Help team stay on task while doing group work.
   4. Ask questions if the group assignment is unclear.

**SEMINARY**

# Welcome Class/Visitors

# Announce

# Opening Hymn

# Opening Prayer

**OPENING HYMN**

**OPENING PRAYER**

# Announcements

# Does anyone have anything interesting, exciting or important today?

# Introduce Spiritual Thought

**SPIRITUAL THOUGHT**

# Turn time over to teacher for the lesson

**LESSON**

# Thank you for coming.

Remember to put your binder & scriptures away.

# Introduce Closing Prayer

**CLOSING PRAYER**

**GROUP DEVOTIONAL ASSIGNMENTS**

**GROUP:**

**WEEK OF:**

**MONDAY**

Opening Prayer

Spiritual Thought

Closing Prayer

**TUESDAY**

Opening Prayer

Spiritual Thought

Closing Prayer

**WEDNESDAY**

Opening Prayer

Spiritual Thought

Closing Prayer

**THURSDAY**

Opening Prayer

Spiritual Thought

Closing Prayer

**FRIDAY**

Opening Prayer

Spiritual Thought

Closing Prayer