

2025-03-11: SUS General Coordinator Zoom Meeting

Role and Responsibilities of the Coordinator - HE Metropolitan Youssef

All of the below are with communication and agreement with the Father the Priest

The Church with strong deacons and strong servants will be successful.

1. Curriculum of the Diocese is followed and make recommendations for the Diocese Curriculum

- e.g. missing lessons (like AI)
- e.g. a lesson is too high for an age group
- Also Extracurricular Activities (e.g. Bible Study, Research, Books to Read)

2. General Planning for Sunday School

- Number of classes, combined classes, how many servants in each class
- 4-5 servants per class makes them rely on each other
- HE vision is that a class has maximum 2 servants

3. Choosing of servants and choosing of those who will enter pre-servants

Preservant Class is extra (does not replace Sunday School)

- How to pick people for preservants (2 schools of thought)

1 - Recommendation from Abouna, Servants who serve them, etc.

2 - Allow everyone interested in 9th grade to join

- So he can graduate in 2 years and serve 2 years before College

- Criteria for Choosing the Servant

- Examples

- Attendance 10%
- Consistent in Confession 10%
- Final Exam x%
- Project x%

- Setting a system of grading from the beginning avoids arguments later (esp. with parents)

- **Prayer should precede selection**

- **Servant has four responsibilities:**

- Lesson Preparation
- Attending Sunday School
- Attending Servants Meeting

- Visitations

4. Sets the vision for Preservants
 - What are they studying? What rotations? What opportunities?
5. Selection of the Coordinators (e.g. primary school, middle school, etc.) to assist him and he work with him, and he follows up with them.
6. Summer Activities
 - Follow-up and make sure that every class is participating
 - HE used to have a summer activity when he was young: Library - come to church, sit and read for 2 hours
7. Trips, Conventions and Retreats for all classes
 - Following up with them
 - Encouraging children and servants to be active in them
 - Diocese Conventions, Local Conventions, Church Conventions
8. Servants Meeting
 - He sets the curriculum, arranges speakers, encourages servants to attend and follows-up on their attendance
9. Spiritual Edification of the Servants and Coordinators
 - Conventions for servants
 - Spiritual days for servants
 - Time for meditation, time for reading, time for discussion, liturgy, etc.
 - **Commitment and modeling behaviors for the servants** (including visitations, attendance of church services, etc.)
10. Mosab2at (Bible Contests)
11. Gifts
 - Kids have enough secular gifts (balls, etc.)
 - Give spiritual gifts - books, crosses, icons, agpeyas, bibles, etc. to help him build a prayer corner
12. Visitation for the Servants and Coordinators
 - Check on their life, not just their service
 - How is your school, how is your family, how is your finances - Confidential way
13. Prayer Meetings
 - If not weekly, then monthly at least
14. Resolving issues and problems in service
 - Problems between servants, between coordinators and servants, between servant and servee, etc.

- Be present and address them immediately

HE Recalls Ostaz Ezzat Fawzy (may the Lord repose his soul) who did all of these points and more. He was a role model for all of the servants, and no servant in that generation went without benefit from him. He would check on them, give them advice, visit them, teach them, take care of them as a father or a big brother.

The General Coordinator is the Servant of the Servants

Overview of the Annual General Coordinator Meeting - Fr Simon Dawood

- Emulate the meeting after the Diocese Priest Meeting
 - Fellowship
 - Beneficial discussions over meals and free time to learn from one another
 - Provide a similar atmosphere for the General Coordinators that we be edified together and edified from one another
- Four Components
 - Administrative Component (Friday)
 - Subject to feedback from all coordinators
 - Spiritual (our own spiritual building)
 - Pastoral (how do we relate and care for those we serve)
 - Educational (AI, what are our children facing in schools, conditions of society, etc.)
- Committee is still deciding on the main theme, but needs YOUR Feedback
 - Google form will be sent by email and Signal Group
 - Each of us has thoughts about what is relevant and important, and what challenges are faced by the Coordinator. The goal of the meeting is to be as relevant and beneficial for each of you as possible - best way is to receive your feedback ahead of time, and before and after the meeting
 - The more feedback you can give, the better it will be for us
- Stimulate Fellowship
 - Working meals (e.g. seated with coordinators with the same region, or other times different regions, given discussion topics, etc.)

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