



# KIDS TREK

## Volunteer Handbook



**Homeschool Iowa Conference**  
**Thursday - Saturday**  
**June 5-7, 2025**

**KIDS TREK Coordinators: Scott & Hannah Kratzer**  
[KidsTrek@homeschooliowa.org](mailto:KidsTrek@homeschooliowa.org) | [www.homeschooliowa.org/conference](http://www.homeschooliowa.org/conference)



# BENEFITS & REQUIREMENTS



**This year's  
KIDS TREK program  
will present:**

**THE GREAT  
ADVENTURE:**  
*Love God, Love Others*

**OUR LESSONS TEACH  
THAT LOVE REQUIRES:**

*...Sacrifice*

*...A Relationship*

*...Action*

*...Compassion*

*...Patience*

*...Wisdom*

*...Jesus!*

**Join the KIDS TREK Team  
to be a part of this effort!**

The Homeschool Iowa Conference would not be possible without our tremendous volunteers – especially our *amazing* KIDS TREK Children's Program volunteers!

If you have two willing hands and a servant's heart, we want you to join our team!

Our KIDS TREK Children's Program theme this year is *The Great Adventure: Love God, Love Others.*

## VOLUNTEER REQUIREMENTS

- Be 18 or older and either a current Homeschool Iowa member, a homeschool graduate, or an adult who has demonstrated dedication toward homeschooling

*OR*

- Be at least 14 years old by June 1, 2025, with at least one parent who is a current Homeschool Iowa member and will attend the 2025 Homeschool Iowa Conference

- Attend training and assist with KIDS TREK setup on THURSDAY, June 5, from 10:30am-5:00pm.

- Serve at the Children's Program on FRIDAY, June 6, from 7:30am-5:30pm and SATURDAY, June 7, from 7:30am-4:00pm.

- Be able to stay for at least ½ hour past the end of the last session on Saturday for tear-down and clean-up

- Complete the volunteer application and background check application on or before June 1.

## VOLUNTEER BENEFITS

In gratitude for service to homeschool families of Iowa, our Children's Program Volunteers receive the following :

- Lunches provided for setup and training on June 5
- Lunches provided during the program on June 6-7
- KIDS TREK volunteer t-shirt
- Experience being part of an amazing team of volunteers
- A fun-packed weekend opportunity to serve



# DATES | TIMES | LOCATIONS

<b>Conference Dates</b>	Thursday, June 5 (setup & teacher training) Friday, June 6 - Saturday, June 7 (program)
<b>Conference Site</b>	Mid-American RecPlex 6500 Grand Avenue, West Des Moines, IA 50266
<b>Children's Program Site</b>	To ensure the safety of the children attending the Homeschool Iowa KIDS TREK Children's Program, the program location is only released to conference staff, approved program volunteers, and parents of program children. <b><i>All KIDS TREK Children's Program volunteers are expected to maintain this information in highest confidence.</i></b>
<b>Volunteer Service Hours</b>	Thursday: 10:30am - 5:00pm Friday: 7:30am - 5:00pm Saturday: 7:30am - 4:00pm Note: KIDS TREK child registration check-in opens at 8:00am. Volunteers should arrive 30 minutes before child check-in begins.

## ADVANCE TRAINING & THURSDAY SETUP

Thursday, June 5, is a team training day for the KIDS TREK program. This training will be held on-site and will include leadership guidance, team-building exercises, child protection training, and instruction regarding memory verses, curriculum, songs, and games.

Advance teacher training may be provided via Zoom or Google Meet ahead of the conference.

The drama team will have a separate schedule coordinated by the drama director.

Parents of volunteers are welcome to stay and observe the training sessions and setup.

***This is a required work day for all Children's Program volunteers.***

## VOLUNTEER BACKGROUND CHECKS

For the safety and security of all Homeschool Iowa attendees and their children, Homeschool Iowa KIDS TREK Children's Program volunteers 16 years of age and older will be required to comply with a third party background check.

Due to the nature of the world we live in, those who refuse to comply will not be allowed to participate as volunteers.

Homeschool Iowa utilizes a secure Christian organization to perform these background checks.

Visit <https://www.ministryopportunities.org/Application.aspx?oid=30015> to fill out your background check application by the **June 1 deadline**.



# TEAMS & PROTOCOLS

## TEAM ROLES

Our 2025 KIDS TREK format will be as follows:

Teachers and children will be assigned to a team with a designated classroom, but will join with other teams for drama presentations and activities.

Teachers will be working in groups and should come prepared to fully engage as a team during the entire conference.

During our advance online training, we will cover expected teacher roles and classroom guidelines.

Teachers will each be expected to teach at least one lesson during KIDS TREK, as well as review lessons and ask insightful questions to help engage students and to help them retain what they are hearing.

Teachers are asked to keep their classrooms tidy and to encourage the children in their teams to do the same.

Every teacher is expected to set a good example for all others, demonstrating a positive attitude, initiative, and dedicated teamwork at all times throughout the program.

## DRAMA TEAM

Every year we produce the highlight of each year's program: an 8-part drama.

The storyline of the drama directly connects with the lessons being taught, so that both the Gospel *and* Christian character lessons are taught throughout the program.

## Dress Code & Conduct

- **Be neatly groomed in body and clothing. No gaudy or outlandish hairstyles or jewelry. (This applies to Thursday set-up hours as well.)**
- **Wear 2025 conference t-shirts on Friday and Saturday. Refrain from making embellishments or modifications (i.e. rolled sleeves, pins, etc.).**
- **Plan ahead in case the facility is chilly. Sweatshirts and jackets are not allowed over the conference t-shirts. You may wear a long-sleeved shirt under your conference t-shirt, if needed.**
- **Keep name tags visible around the neck at all times. Do not trade name tags with others.**
- **Wear modest denim jeans (no holes) or solid-color pants appropriate for movement and activity. Skirts that fall below the knee (not tight-fitting and without revealing slits) are allowed, however, ladies should keep in mind what would be modest for sitting on the floor or playing games with children.**
- **Consider comfortable shoes a MUST.**
- **Adjust to a more relaxed dress code for Thursday: modest jeans, capris, or Bermuda shorts and loose-fitting shirts. Some returning volunteers wear a previous year's conference t-shirt.**
- **Expect to keep busy and help as needed. If a volunteer does not comply with this protocol, he/she will be asked to leave the conference.**
- **Plan to stay at least 1/2 hour after the end of the last Saturday session to assist with tear-down.**
- **Be prepared for a three long days of fast-paced, intensive work – and lots of fun!**