



Job Description:

Kids Minister

General Position Description

To serve the church by overseeing a comprehensive ministry to kids (kindergarten through 6th grade) aligned with the mission and vision of the church, developing leaders, and providing pastoral care.

Organizational Status

This full-time position reports directly to the Community Pastor.

Working Relationships

Works directly with the pastoral staff, ministry leadership, and key volunteers in all areas of ministry execution.

Roles and Responsibilities

Oversight

- Manage and oversee all aspects of the Kid's Ministry.
- Regularly evaluate and adjust programs, events, and environments to ensure theological soundness and fit with mission and vision of church.
- Research or develop and implement curriculum and materials for Kid's Ministry programs and events.
- Project and maintain ministry budget.
- Manage and drive promotion, kickoff, and all other special events and programs.
- Oversee, maintain, and communicate safety and security plans including volunteer screening and check-in procedures.
- Maintain open lines of communication with volunteers, parents and others about programs and events in the Kid's Ministry.
- Maintain web design and keep information current.

Leader Development

- Invest in, evaluate, and lead the Kid's Ministry team – volunteers and staff.
- Develop and implement appropriate training for Kid's Ministry staff and volunteers on a regular basis each year.
- Help interview, train, and hire new staff members for various Kid's Ministry positions.

Pastoral Care

- Oversee the pastoral care of kids and their families, volunteers, and others while working in collaboration with other pastoral staff and elders.

Qualifications and Requirements

- A passionate love for the Lord and people
- Background in child development and religion/theology
- Experience managing a complex ministry area
- Exhibit excellent written, verbal and interpersonal communication skills
- Able to approach others in a personable way
- Organizational skills and be able to plan and implement a variety of types of programs
- Must be able to manage a flexible work schedule
- Ability and willingness to work effectively in partnership with pastoral team
- Must possess a strong work ethic

Application

Please send your résumé and completed application to jobs@harriscreek.org. We will respond within 48 hours of receiving your résumé and completed application. Potential candidates will be contacted within the next 3 weeks to schedule an interview.