



Kids Ministry Associate

Our Mission: Pursuing a Christ-centered life in our self-centered world.

The Christ United Kids Ministry is about connecting kids to Jesus, nurturing every child to know the unconditional love of God, and growing spiritually in a welcoming environment. Our Kids Ministry is made up of birth – 5th grade students. The Kids Ministry team at Christ United consists of staff and volunteers partnering together to help families pursue Christ together – because every age and stage of life has its own purpose and challenges, and they all matter.

The Kids Ministry is part of the NextGen Team at Christ United and reports directly to the NextGen Director. This is a full-time (40hr) position with benefits (Medical, Dental, Vision, and Retirement) that works Sunday – Thursday each week.

Our Kids Ministry numbers are growing, and we have a great need for additional support to help consistently run a successful Kids Ministry on Sundays, Wednesdays, and beyond. We have taken on multiple events and special days for our students that require ample planning and multiple hands to execute well. To be able to fully invest in our volunteer lives and the lives of the families that make up the Kids Ministry, we need more motivated hands to be able to better reach everyone.

Specific Roles/Responsibilities

- Plan and execute the curriculum for Preschool (K2-K5), Elementary (1st – 3rd grade and 4th and 5th grade) for Sunday mornings.
- Create and schedule the weekly Sunday and Wednesday Leader communications with leader information and resources.
- Assist in planning and executing Wednesday night activities. This could include, but is not limited to set up, check-in, floater, stage teaching, leading small groups, and developing small group leaders.
- Assist in planning and executing engaging large Kids Ministry Events (i.e. 5th Sundays, Summer Jam, Fall Jam, Jingle Jam, Easter Jam, Jesus Jam, and other events).
- Organize and maintain supplies, curriculum, and other resources needed for ministry.
- Maintain attendance records, volunteer information, and other relevant data.
- Communicate with parents, volunteers, and other staff regarding ministry updates, events, and needs.
- Lead small group activities, teaching classes, and facilitating age-appropriate lessons about being a disciple of Christ.
- Ensure the safety and security of all children in the ministry.
- Participate in ongoing training and development to grow in their own faith and ministry skills.
- Attend school chapels, programs, and other events.
- Have a relational presence with volunteers and Kids Ministry families.
- Assist in recruiting, training, and development volunteer families.
- Coordinate volunteers as well as send curriculum to volunteers.

- Be available to assist the NextGen Director with various tasks and needs as seen necessary (i.e. ordering and preparing supplies, sending birthday cards to Kids Ministry children, and uploading curriculum and supplemental resources).
- Relational development with Kids Ministry Student Leaders.

Worship

- Participate in weekly staff worship.
- Sunday morning presence is expected and will occasionally serve in worship.

Other duties as assigned.

Qualifications/Skills

- A strong commitment to Christian faith and an understanding of, or a willingness to learn, embrace and teach the theology of Christ United.
- A bachelor's degree from an accredited four-year college or university.
- Background experience in teaching these age ranges or previous church experience with the age ranges is required.
- Strong team building, organizational and time management skills.
- Excellent leadership, communication and interpersonal skills.
- Ability to think creatively about how to engage volunteers to assist with programs.
- Ability to respond positively and efficiently to changing demands and conditions within the workplace.

Interview Requirement

Any candidate who is called to Christ United for an interview must notify the interviewing party in writing of any reasonable accommodation needed prior to the date of the interview.

I, _____, acknowledge that I have received, read, and understand the job description for the position of Missions Director at Christ United. I have had the opportunity to ask questions and clarify any points of uncertainty regarding my responsibilities and expectations in this role.

Signature

Date