

**Position:** PT Mandarin Kids Ministry Associate

**Ministry Area:** NewGen Kids

**Reports to:** Kids Minister

**Status:** Part Time

**Supervises:** Serve Staff, and Interns

### **Purpose**

The Associate Campus Kids Minister is responsible for supporting the kid's ministry at a specific campus by equipping and developing Serve Staff to execute kid's service gatherings and partnering with parents to be the primary disciple-makers of their kids.

### **Job Requirements and Experience**

- Bachelor's Degree required
- Experience working with children in some/multiple settings

### **Required Competencies and Skills**

- Ability to develop priorities with the right balance of short and long-term wins
- Demonstrated ability to build effective organizational relationships/partnerships
- Strong leadership abilities; sound judgment and above reproach character
- Demonstrated ability to teach & shepherd serve staff members and their families
- Strong computer skills; proficient in Microsoft Outlook, Word and Excel
- Ability to work with database information (CCB)

### **Key Responsibilities**

- Continually manage the improvement of kid's ministry processes/environments
- Lead in the recruitment, coaching, equipping, and care of serve staff
- Execute Weekend Services
- Build a community and create a sense of belonging for Serve Staff.
- Support in planning and executing children's ministry events
- Control inventory of supplies and other needs in ministry area at specific campus.
- Partner with parents in raising their children to know Jesus & make him known. Model discipleship by being making disciple-making disciples.
- Communicate clear vision for serve staff teams on a regular basis
- Oversee systems for background checks, safety and security procedures, training, and care of serve staff
- Provide serve staff with current children's ministry best practices

### **Measurements of Success**

- Model the Church of Eleven22's mission, vision, and core values
- Create disciple-making disciples
- Recruitment, Retention, and Development of Serve Staff
- Align staff and serve staff to the overall vision of The Church of Eleven22