

Kids Ministry Coordinator

Location | Saginaw

FLSA Classification | Non-Commissioned, Non-Exempt, Part Time

Reports to | Saginaw Campus Pastor

Position Summary:

The Kids Coordinator is called to facilitate a meaningful, consistent, dynamic 2|42 Kids ministry that prioritizes kids and partners with parents. This person's primary role is to provide support to all leaders, volunteers, and other aspects of the weekend Kids Ministry as you help kids take next steps with God. Key aspects of this role include the execution of weekend services, as well as the recruitment, building, and developing of volunteer teams.

What To Expect From Us:

- Clear expectations for your leadership, ministry impact, and work-flow
- A work environment that will challenge and inspire you to be the best follower of Christ you can be (*ex: Jesus first, then spouse, then family, then ministry*)
- A leadership team that trusts you.
- A leadership team committed to being led by God to impact our communities
- Coaching and support for your God-given calling
- A church that encourages and fans your gifts and talents

As a 2|42 Community Church Staff Member:

All Ministry positions at 2|42 work in a team. This requires the ability to navigate crucial conversations while maintaining alignment. Relational intelligence will be a key component to ensuring collaboration with the ministry teams.

- Uphold, support, and agree to the 2|42 Statements of Beliefs and Leadership Expectations as well as our Mission and Core Values
- Attend "All Staff" meetings, Campus Staff events, and Leadership Community events
- Respond to all correspondence (*email, voicemail, Slack, etc.*) within 24 hours either through direct communications or an automated reply letting someone know when they should expect a correspondence back.
- Lean on the systems and resources provided by 2|42 Community Church (our databases, leadership pipeline, and any cross-campus interactions).
- Operate consistently with the 2|42 Campus Model.

Job Responsibilities include but not limited to:

- Work with Campus Pastor to set and achieve ministry goals.
- Communicate weekly with weekend team members.
- Facilitate Kids Ministry classes and events that reach new families and help kids take next steps with God.

- Complete weekly and monthly administrative functions such as scheduling volunteers, entering personal time sheets, reporting team statistics, and incident reports as needed
- Recruit new team members; develop and retain current team members.
- Fulfill roles when a volunteer team member cannot, for example: large group teacher or small group leader.
- Ensure clean and family friendly environments are maintained.
- Develop and maintain security and first impressions by recommending facility improvements, creating and enforcing necessary policies, and confirming that all volunteers have been background checked.
- Participates in workshops, seminars, training, and conferences as time allows.
- All other duties as assigned.

Personal Characteristics:

Have a deep and growing relationship with God, active involvement in the church and campus leadership, and a commitment to maintaining healthy and accountable relationships. A Christ-honoring lifestyle marked by, servanthood, generosity, joy, a love for the scriptures, and prayer. A growing passion to shepherd others in their walk with God and to work effectively with many key leaders is necessary. Integrity in finances, relationships, and time management are expected.

- A clear and vibrant commitment to Jesus Christ is displayed through their personal faith and devotional life rhythms.
- A passionate love for the church and a healthy understanding and embracing of its history, organization, and role in the community.
- A solid commitment to the authority of Scripture and a well-developed personal theology.
- Sets a positive example and serves as a role model in their personal life.
- A warm, encouraging personality that connects well with others.
- A team player who can both follow and lead while always being FLEXIBLE.
- Great recruiter and trainer of others.
- Clear personal and professional vision.
- A passion for continuous improvement.

Competency & Desired Qualifications:

- Leadership Competencies include but are not limited to team building, vision-casting, training leaders for ministry, and transformational leadership of leaders.
- Ability to thrive in a fast-moving environment.
- Excellent working knowledge of the Bible.
- Tactical thinker with proven ability to equip leaders and organize functional structures.
- Effective communicator to people of all ages.
- Ability to connect with people across generations.
- A proven track record of growth in a previous ministry setting is preferable.
- A heart for kids and their families is a must.
- A humble approach and a desire to learn is a must.

Beneficial skills and experience:

- Social media engagement and versatility.
- Public speaking.
- Curriculum writing, development, and adaptation.
- Tech-Savvy (Zoom, Slack, G-suite, Planning Center, Pro-Presenter among a wide range of applications).
- Wider networking with local and other youth ministries.
- Leading teams working on camps, trips, etc.

Competency & Desired Qualifications:

In addition to the qualifications listed below, additional leadership competencies required are: team building, vision-casting and training leaders for ministry; ability to thrive in a fast-moving environment; excellent working knowledge of the Bible; tactical thinker with proven ability to equip leaders and organize functional structures; transformational leader of leaders; effective communicator to adults of all ages; proven effectiveness in a multi-staff & multi-campus setting; able to connect with people across generations.

- Ideally currently serving in 2|42 Kids (or in children's ministry elsewhere)
- Background in education or children's ministry is a plus
- Building teams and leaders

Employee:

Signature

Printed Name

Date

Reviewed by:

Signature

Name and Title

Date