



Fearless Family of Churches

Cultivate | Ridge Point | Third Coast

Following **Jesus** and Fearlessly Making Him Known

Position Description

Title: Children's Ministry Coordinator

Salary Level: VII

Leadership Scope: Ministry Leader

Reports to: The Children's Ministry Coordinator will report to the Cultivate Family Pastor

Function: Provide opportunities for birth-4th graders to be engaged in spiritual learning and growth and plan/implement large/small group experiences. Assist in promoting the family ministry mission/vision and empowering families to be the primary spiritual influence in their homes.

Hours: Part-time, 20 Hours including weekend and possibly evening hours

Responsibilities:

Leading

- Build relationships and network with area Children's Ministries, locally and nationally
- Partner with the Family Life Pastor for updated records of CPR, First Aide training, Children's Ministry applications and background checks
- To collaborate with the Network Family Ministry staff in order to cast vision for the mission of Family Ministries
- Recruit, train, support and equip the volunteer team members involved in birth-4th Grade
- Recruit, train and support supervisors to lead Weekend volunteer teams
- Partner with the Network to program large and small group in order to maintain consistency and continuity of message
- Stay current with Children's Ministry/Family Ministry trends and curriculum

Planning

- Assist the Family Life Pastor with updating and maintaining communication specific to parents and faith community (web, Facebook, take homes, etc.)
- Collaborate with the Family Life Pastor and the Network Children's Ministry Pastor to develop, modify and implement, through volunteers, age appropriate curriculum and activities within the strategic goals of the ministry
- Lead/guide times of development for various volunteer teams for the purpose of building community, with continuous communication, training, brainstorming and empowering teams.
- Participate in planning, vision casting and execution of outreach events and child/parent milestones and family ministry activities

As a staff we value:

- **Christ In You, Then Through You:**
Be transformed by who you are in Christ in a way that moves you to transform and bring health to your relationships and environments
- **Stronger Together:**
Become stronger together by forming authentic relationships founded on trust.
- **Live The Vision:**
To embody the Ridge Point DNA in a way that fosters a culture of Kingdom minded disciple makers
- **Pray Like It Depends On God:**
Constantly engage in effective prayer for the health and direction of the ministry and the advancement of the Kingdom.
- **Work Like It God Depends On Us:**
Work in such a way that God would claim it as His own.
- **Pursue Innovation and Embrace Change:**

Thinking through new ideas and risking failure so that we are continually improving.

Experience:

- Preferred two years experience in church ministry
- Preferred two years of proven ability to develop, lead, and motivate volunteer teams
- Member or willing to become a member of Cultivate Community Church within 6 months of employment

Having reviewed this position description, I agree that it accurately reflects my new responsibilities and understand my next performance review will be based on the above criteria.

Signature _____ **Date** _____