



Job Title:	Children's Ministry Director	Job Category:	Non-Exempt
Location:	Elgin	Travel Required:	No
Reports to:	Pastor John and Chris Palmieri	Position Type:	Part-Time (\$15/hr, 8-10 hrs/wk)
Job Summary: The Children's Ministry Director is in charge of all ministry to our kids up through 5th grade.			

Job Duties:

- Align children's ministry with NLCC vision and goals.
- Maintain a "safe" atmosphere for children.
- Gain, Train & Sustain an Excellent Volunteer Team:
 - o **GAIN:** Recruit and schedule a healthy group of volunteer staff. Screen all volunteers.
 - o **TRAIN:** Facilitate the training of volunteers. Oversee ongoing strategic development of curriculum, programming, facility, budgets and planning.
 - o **SUSTAIN:** Model a contagious attitude of enthusiasm, friendliness and fun. Lead regular meetings with ministry team members. Maintain a team atmosphere among the volunteers and staff.
- Rotate into Sunday service regularly so you don't become personally disconnected to the flow of the church. (The beginning may necessitate Director being present in all services until adequate culture is in place through example and examination).
- Presence at key leadership events (check with supervisor when uncertain).
- Monthly check-in with supervisor.

Skills/Qualifications:

- Must be an active member of the location with strong ties to our vision/mission.
- A distinguishable relationship with Jesus Christ.
- A passion for creating an excellent, exciting and engaging worship/discipleship experience for kids.
- Strong leadership skills. Able to recruit, develop and retain volunteer teams.
- Adequately organized and detail oriented while maintaining a relational warmth.
- Reliable and self-motivated.

Ministry Aims:

- **EXCITING:** experiences are invigoratingly FUN!
- **ENGAGING:** interactions are FAITH-forming.
- **EXCELLENT:** communication and execution are clear & evaluated for continual improvement.



Describe the Win:

- **PARENTS:** feel included and empowered to help their kids grow to their potential spiritually.
- **PARENTS:** feel they'd be missing out on the best spiritual influence for their kids if they miss church.
- **PARENTS:** feel well informed and safe finding, signing in and leaving their kids in Kids Zone.
- **KIDS:** feel welcomed, wanted and deeply valued from the moment they step into the building (a Kids Zone welcome team is key!).
- **KIDS:** can't wait to bring their friends to church (and the church grows through kids bringing parents).
- **KIDS:** wake up parents and drag them to church.
- **VOLUNTEERS:** feel welcomed, included, valued and appreciated in a healthy team culture.
- **VOLUNTEERS:** feel excited to serve and honored to be included on the team (can't wait to serve again).
- **VOLUNTEERS:** are trained and cared for regularly (they actually live better lives and develop as people because they are part of this team).
- **THE CONGREGATION:** is invigorated by the initiatives of our Kids Zone team and kids (reports in newsletter, special presentations like Christmas, Easter, Mothers' & Fathers' Day, etc.).
- **THE CONGREGATION:** is proud to support the initiatives of our children's ministry because we can clearly see it helping New Life accomplish our mission to "make fully devoted fruitful followers of Christ".

Reviewed By:	Chris Palmieri/John Palmieri	Date:	4/23/19
Approved By:	Chris Palmieri/John Palmieri	Date:	4/23/19
Last Updated By:	Irene Vasquez	Date:	04/23/19