



CHRISTCOMMUNITY

JOB DESCRIPTION

Kids Ministry Coordinator, Denver Campus

CHRIST COMMUNITY EXISTS TO MAKE GOSPEL-CENTERED DISCIPLES AMONG ALL PEOPLE FOR THE GLORY OF GOD.

THE GOSPEL ABOVE ALL

More than anything else, Christ Community is a church that is about the gospel.

Jesus tells his disciples and those who would follow, “All authority in heaven and on earth has been given to me, go, therefore, and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe everything I have commanded you. And remember, I am with you always, to the end of the age.”

We believe Jesus radically changes a person’s life. We are to remind ourselves daily that we have been set free from the power of sin and condemnation and to live in light of this freedom. We do not work for our salvation, but our salvation has been given to us freely by God himself through faith in Christ. Therefore, we are to live out the gospel of grace every day in our personal lives as well as with those we are around.

OUR CORE VALUES

**BIBLICAL AUTHORITY
INTENTIONAL WORSHIP
COMMITTED COMMUNITY
BUILDING FAMILIES
RADICAL GENEROSITY
PRAYERFUL DEPENDENCE
STRATEGICALLY SENT**

COMMUNITY & CULTURE

Christ Community is seeking to fill the position of Kids Ministry Coordinator for our Denver Campus. Located in the fast-growing Lake Norman region of North Carolina, Denver is a suburban community which offers an exceptional quality of life and intentional small-town atmosphere.

Sharing a border with Charlotte, one of the nation's top financial centers, the Lake Norman area attracts many families relocating to the area and seeking a variety of quality educational opportunities for their children, as well as older families who want the conveniences of a major metro area without many of the issues often associated with city living.

The region is perfect for sports fans, and beaches and mountains are only a short drive away. Charlotte Douglas International Airport is a major hub for air travel, and local universities and seminaries offer opportunities for continuing adult education.

Christ Community, a member of the Southern Baptist Convention, is a Great Commission church with a focus on evangelism, missions, and discipleship. The church has nearly 800 active members and averages over 1300 in attendance at the Sunday morning worship services across our Huntersville and Denver campuses. The services are all thriving, contemporary services with top-notch talent who honor God with their gifts in leading the church to praise God.

Christ Community exists to make gospel-centered disciples among all people for the glory of God. Everything we do, from worship, to preaching, to missions, is centered on and for the purpose of Jesus Christ.

For more information, please see our website: christcommunity.com.

OVERVIEW

Purpose and Primary Responsibilities: The Kids Ministry Coordinator for the Denver Campus will oversee the implementation and execution of our Kids Community strategy. This staff member will work in conjunction with the team to develop curriculum and programming while ensuring the efficient operation of our Kids Ministry. The candidate must have excellent attention to detail, a commitment to excellence, a servant's heart, and an exceptional work ethic. In addition to the specific responsibilities below, the Kids Ministry Coordinator will be responsible for other duties as assigned by the Denver Campus Pastor and the Pastor of Kids Ministry.

ESSENTIAL RESPONSIBILITIES

- Responsible for management of data for families and children within the ministry, including attendance, check-ins, and reports.
- Manage the Caring Well program for Kids Community, including interviews, submitting background checks, conducting reference calls/communications, and assisting with face-to-face interviews
- Manage and update events calendar.
- Assist with ministry/family communications in a timely manner, including emails, phone calls, weekly communications, etc.
- Edit curriculum and programming to ensure age appropriateness and effectiveness.
- Work in conjunction with the Kids Ministry team to oversee and develop ministry programming, volunteer staffing, and volunteer development.
- Schedule volunteers for weekly services and events for Kids Community.
- Oversee setup and tear down for weekly ministries, special events, and supplemental programming.
- Contribute to the social media content relevant to Kids Community.
- Lead out in the recruiting, training, and onboarding of Kids Ministry volunteers.
- Be present at all churchwide kids ministry events.
- Work to identify opportunities and needs for the growth and development of Kids Community.
- Help to create a safe and relevant environment for children of all ages to develop a relationship with Christ.
- Monitoring supply levels and purchasing replenishments.
- Other duties as assigned.

ESSENTIAL ABILITIES

- Possess an ability to organize and access a large amount of data relating to volunteers, schedules, families, etc.
- Must be able to work as part of a team and independently.
- Must be able to effectively communicate with and teach both children and adults in a variety of settings.
- Able to manage multiple projects simultaneously with excellence.
- Possess an eye for detail and an ability to improve spaces, systems, and programs.
- Be willing and able to coach and correct volunteers.
- Must be passionate about safety and security and be willing to enforce protocols.
- Well organized with great attention to detail.

ESSENTIAL ATTRIBUTES

- Model a deep commitment to Jesus.
- Be committed to the mission, vision, and values of Christ Community Church.
- Maintain membership at Christ Community Church.
- Possess an attitude of service with a drive to accomplish our mission.
- Must agree with the Baptist Faith and Message 2000.

DETAILS

- Reports to the Denver Campus Pastor and Pastor of Kids Ministry.
- Part time, up to 20 hours/week. Generally Sunday-Thursday. Some nights and weekends required.

Please send a cover letter and resume to jobs@christcommunity.com.