



PENDLETON CHRISTIAN CHURCH

Ministry Description

Title:	Kids Ministry Pastor
Version:	032524
Classification:	Full-Time
Reports to:	Lead Pastor
Based at:	Pendleton Christian Church
Hours required:	40+ hours per week.

Ministry Purpose

The Kids Ministry Pastor provides oversight for all areas birth-5th grade (kids & pre-teen) at Pendleton Christian Church. PCC offers full children's programming for two services on Sunday mornings, currently averaging 125-150 children per week. The Kids Ministry Pastor provides leadership, training, support and oversight to all volunteer staff in these areas.

PCC Competencies and Expectations

- Fully embraces the mission, vision, and values of Pendleton Christian Church.
- Champions PCC's Disciple Making process.
- Be reliable, take initiative, and be self-motivated.
- Embrace and adapt to growth, change, innovation and creativity.
- Use appropriate judgment in the areas of discretion, sensitivity and confidentiality.
- Have a cooperative, healthy and motivating relationship with supervisors, coworkers and volunteers.

Key Responsibilities

- Provide leadership, direction and training for all Kids and Pre-teen ministry volunteer staff.
- Review, purchase and oversee the implementation of all curriculums for both large group and small group teaching environments (birth-5th).
- Develop and maintain safe, clean aesthetic learning environments for Kids & Pre-teen Ministries.

- Implement and develop programming for spiritual formation of children and equipping parents to fulfill their calling as the primary spiritual leaders of their children.
- Responsible for check-in procedures and tracking weekly attendance.
- Meets regularly with the Next Gen Team Lead to discuss ministry strategy and effectiveness.
- Maintain volunteer schedules for Kids and Pre-teen ministries; and send weekly reminders of serving times.
- Key influencer and shaper for key Kids & Pre-teen Large Events (VBS, etc.)
- Responsible for weekly programming on Sunday morning as well as midweek pre-teen ministry.

EDUCATION, SKILLS, ABILITIES, SPIRITUAL GIFTS:

- Active and growing personal relationship with Jesus Christ, evidenced by action, attitude and behavior.
- A passion for children's ministry and to see families grow in their faith together.
- Previous experience with direction and administration of large church Children's Ministries or Family Ministries.
- Experience in recruiting, motivating, equipping and scheduling volunteer leaders to minister to children and families.
- Experience in designing and developing children's ministry programs.
- Effective communication skills (written, verbal and interpersonal).
- Demonstrated ability to understand and relate to children and their families and a passion to see families grow in their faith together.
- Competency with basic computer software (Excel, Word, Publisher), and the capacity to learn new software (Photoshop, Planning Center, others).

Ministry Success Factors

Title: Kids Ministry Director

Ministry success factors are provided to give the staff member an understanding of what key measurement indicators will be used to first and foremost, move the ministry and church vision forward through this position. If a staff member is meeting the success factors outlined here they can have confidence that they are performing their responsibilities to a satisfactory level.

- Parents of children will feel comfortable leaving their children in the Kids and Pre-teen Ministry areas while attending services and meetings at PCC.
- Actively discipling someone.
- Designated areas scheduled for regular services and special events for 1-3 months in advance.
- Recruit and train new Kids and Pre-teen Ministry volunteers.
- Have background checked filled out and checked before a volunteer starts serving.
- Meet with supervisor at least 2 times per month.
- Assist in other areas of Next Gen Ministry as requested.
- Develop leadership in self and others.
- Grow spiritually by attending regular worship services and other growth opportunities.