



# MISSION HILLS CHURCH

REAL. MESSY. NEW.

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## KIDS ASSISTANT COORDINATOR | INFANTS + TODDLERS

**Department :** Ministry Environments

**Direct Report :** Kids Coordinator

**Position :** Part-Time

**Hours :** Primarily weekends

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### PURPOSE OF POSITION:

The purpose of the Assistant Kids Coordinator is to assist with the overall weekend Kids program while supporting the implementation of the vision, mission and core values of Mission Hills Church.

### WHAT YOU'LL NEED:

- Education and/or experience that have prepared you for this role
- Commitment to our purpose: we exist because God loves the world & wants them to know it (John 3:16)
- Commitment to our mission: we help people become like Jesus and join him on mission. (Mat 28:19-20)
- Commitment to our vision: we're working towards reaching everyone on the Front Range of Colorado with the good news of Jesus
- Commitment to our core values: we're a crazy generous, daringly creative, intentionally improving, Bible-driven, kingdom-minded, tribe
- Agreement with our doctrinal statement (nothing radical here, we're a Bible-driven church that's part of Converge Worldwide)
- Experience in administration of children's ministry specific to early childhood or elementary (preferred)
- Ability to evangelize and disciple children
- Demonstrates a clear commitment to and love for children
- Team player, strong leader, shepherd, servant's heart, active learner, flexible, problem solver, and enthusiastic
- Partnering skills, organizational skills, self-starter, contributor, communication skills, and a servant leader
- Ability to recruit, motivate, equip, and manage Serve Team Members

### WHAT YOU'LL DO:

- Provide oversight and leadership for weekend services (being onsite approx. two weekends a month)
- Be responsible for the set up and tear down of the weekend experience
- Review the weekly curriculum to guide Serve team members in providing an intentional classroom and/or small group experience for kids
- Assist with weekly communication to the Serve team members
- Partner with the Kids Coordinator to encourage and support Serve team members
- Attend monthly staff Huddles
- Attend Kids Team meetings when available
- Assist the Director with and participate in Sports Camp and special events as needed, including Christmas and Easter services
- Meet regularly with the Kids Coordinator for ongoing evaluation of the weekend experience

### COMPENSATION:

Colorado requires employers to disclose the pay range in job postings. The salary for this position is in the typical range of pay for the position; however, actual pay may vary based on experience and skillset. Specifics will be discussed during the process.