

Role: Kids Resident

Role Type: Full-Time Resident

Responsible to: Family Pastor

Oversees: Volunteers

Member of Teams: Family team

Relates closely with: Family team, Family Pastor, Early Childhood/Elementary Weekend Coordinator

Purpose

The Kids Ministry resident will work alongside the Kids Ministry team to facilitate weekend services and support volunteers/coaches.

Responsibilities

➤ VOLUNTEERS

- Team building and care of volunteers
- Recruiting and ongoing training for all kids volunteers online and in-person (IE: Safety guidelines, Interviews, Classroom Test Drives, Curriculum, Large and Small Group, etc.)
- Scheduling volunteers using Planning Center
- Weekly newsletter with weekend curriculum to volunteers
- Continual updating and improvement of Leadership Pathway

➤ CURRICULUM/SPACES

- Prepare and edit as necessary monthly Orange Curriculum
- Helping prepare large group spaces for weekend services
- Purchasing supplies, props, and/or materials for activities and small group activities
- Hallway/Stage setup and design relevant to curriculum's monthly series
- Filming and editing videos for online services
- Clean ministry spaces on Sunday afternoon for weekday use

➤ KIDS & FAMILIES

- Collaborate with Kids Min team to regularly update and maintain a user-friendly and culturally-relevant Social Media
- Build relationships with kids and volunteers
- Assist with curriculum development and implementation

➤ FAMILY TEAM RESPONSIBILITIES

- Weekly Team meetings, 1-on-1's with Family Pastor, complete weekly 15Five which includes ministry objectives and priorities
- Assist the Family Team in all areas of special events, programming, and various summer camps