



## Staff Role Description

### Children's Pastor

Ministry:	Campus (Chapel Kids)
Reports To:	Campus Pastor or Pastor of Students and Kids
Average Hours Per Week:	Full-time, 40+ hours per week Part-time, 20-28 hours per week
Role Type:	Exempt
Last Revision Date:	September 2021

#### Role Responsibilities

The Children's Pastor will serve at one or more campuses of The Chapel and be responsible for all facets of Chapel Kids from infants to Grade 5. For larger campuses/ministry areas, grades/ages may be divided and overseen by more than one Children's Pastor. For smaller campuses, one Children's Pastor may oversee one or more campuses. Responsibilities also include contributing to and embracing the vision and direction set by church leadership and leading all staff (where applicable) and volunteers toward the fulfillment of that vision. The Children's Pastor will also be responsible for supporting the Campus Pastor in meeting the needs of the campus. This person must possess excellent leadership, passionate and clear communication, exceptional people skills and a strong ability to manage others with influence and grace.

#### General Requirements

The Children's Pastor must embody the purpose, vision and values of The Chapel by being a visible example and model to all those within their scope of influence as outlined below.

Our **PURPOSE**: *To help people come alive to God*

Big Idea: Revival -- All of God in all of us for all of our world

Revival happens when we help our people ...

- Carry the Christianity of Jesus
- Pray Heaven to Earth
- Be a Force for Good
- Live as part of a Kingdom Community

Our **VISION**: *To help ignite a spiritual revolution*

We want to see our purpose of helping people come alive to God happen on a grand scale by multiplying Kingdom Communities through ...

- Widespread Spiritual Awakening (All of God)
- Revitalization of the Church (All of us)
- Transformation of Society (All of our world)

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Our **VALUES**: *We are a people completely giving ourselves to God and others, believing Him for really big things, never pretending to be anything we aren't – and finding ways to enjoy life and have a lot of fun along the way.*

- Be All-In: A fully-committed people who come in third
- Have Expectant Faith: He is who he said he is and will do what he said he will do
- Be Authentic: Honest, forthright, plain-spoken and integrity-filled
- Have Fun: Vibrant, winsome, joyful people

Additionally, the Children's Pastor must ...

- Be an example of the type of Christ follower that we want our people to become by holding to our statement of beliefs, practicing our approach to ministry and embodying our culture
- Demonstrate a passion and aptitude for making disciples of Jesus and embrace genuine Christian community as the primary vehicle of discipleship at The Chapel
- Believe that the Holy Spirit indwells and empowers every follower of Jesus, and consistently experience the very power and presence of God at work inside, through, and around themselves as they participate in God's mission in the world
- Share in the continued mission of Jesus by consistently ministering, through the power of the Holy Spirit, God's presence, love, truth, and power to all those encountered
- Have a strong relationship with God, as evidenced by a healthy devotional and moral lifestyle
- Have a strong family life, as evidenced by the quality of the relationship with their spouse and children (where applicable) and their ability to effectively manage their finances
- Be inspiring, motivating others to sacrifice for God
- Be an effective communicator, both formally and informally, with warm and engaging interpersonal skills that are both relational and inspiring
- Have demonstrated abilities as an action-oriented leader, able to cast vision and align leaders
- Have the ability to multi-task efficiently and effectively, prioritizing according to ministry needs
- Have strong ability to use all computer software and programs needed to accomplish tasks
- Have a minimum of 2 years of pastoral ministry experience, overseeing a ministry area
- Have proven and successful experience in all areas under the Primary Responsibilities

### Primary Responsibilities

1. Provide Passionate Leadership for Chapel Kids at a specific campus
  - Actively contribute to your campus' yearly strategic planning process
  - Train and motivate staff and volunteers toward our vision, values and excellence in ministry
  - Provide visible and active servant leadership in all classrooms
  - Provide constructive classroom evaluations on the Chapel Kids experience
  - Provide tangible coaching when called upon for help
  - Provide responsible management of your ministry budget
2. Provide Volunteer Development for Chapel Kids
  - Work with Central Support and the Campus Pastor to provide creative solutions for ongoing recruiting needs for your campus
  - Ensure that all volunteer data updates are submitted regularly

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- Ensure that all volunteers are trained and empowered for successful ministry, including communicating the vision, procedures, and safety requirements
  - Ensure that all volunteers are part of a strong team led not only for ministry excellence, but also for genuine community
  - Consistently look for volunteers that demonstrate they are ready for more leadership responsibility, and then give them opportunities to develop
3. Provide Oversight of all Chapel Kids Services
    - Ensure excellence in all aspects of all services – our guests (parents, children, visitors, and volunteers) all have a positive experience that causes them to look forward to their return and tell others about
    - Ensure that all classrooms are staffed for successful ministry -- each classroom has teams scheduled to serve at each service and that our ratios (children to volunteer) are above minimum levels
    - Ensure that every parent/child/volunteer matters, safety & security issues, and equipment & facility problems are dealt with proactively and completely
    - Ensure that all feedback on the experience is communicated to all involved parties and actively contribute ideas for continuous improvement to Central Support
    - Ensure that all attendance data is recorded and reported on time
  4. Invest in Parent Partnerships at your Campus
    - Shepherd and meet the spiritual needs of children as needed
    - Provide a solid theological foundation and offer spiritual guidance to parents and families as needed
    - Perform baptisms, baby dedications and counseling as needed
  5. Effectively manage other campus responsibilities that include
    - Participation in scheduled Campus Team meetings and all Campus events
    - Pastoral duties as assigned by the Campus Pastor that may include, visitations, counseling, weddings, funerals, etc. as needed
    - Assisting with other campus responsibilities that may include administrative, organization, support, care, building, office and other needs
    - Other duties as assigned by the Campus Pastor and/or Associate Campus Pastor

This role description is meant to describe the general nature and level of responsibilities being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.