



Job Title: Kids Ministry Coordinator – Avon Lake

Job Overview:

The Kids Ministry Coordinator is responsible for effective recruiting, training, motivating, care and developing teams of volunteers in Kids Ministry at the Avon Lake Campus. He/she is also tasked to develop and implement creative, exciting, and relevant children's ministry programs and environments. This will encompass a translating of our broader church mission into the language of the next generation, providing a safe and secure environment where children are free to grow in loving God, loving people, and living surrendered. This position, also, includes engaging and cooperating with a large church staff in the development and execution of an all-church mission.

Compensation: This is a part-time hourly position.

Work Schedule: 20-25hrs/week. Sunday-Thursday

Reports to: Avon Lake Campus Pastor

Core Responsibilities:

- Provide onsite leadership, volunteer recruitment, development, and appreciation/care and for Kids Ministry at the Avon Lake Campus.
- Champion and promote Kids ministry at your campus.
- Coordinate all weekend & mid-week Kids Ministry programs and events.
- Manage all media in rooms within the Kids Ministry environment.
- Ensure that rooms are stocked with necessary materials.
- Hang and prepare all materials, and posters that advertise the series or special events.
- Develop ideas for mid-week programming at the Avon Lake Campus for children.
- Resource and empower families to be the spiritual leaders of their families.
- Participate in the Kids Ministry team during church wide initiatives i.e.: legendary sports camp, kids' camp, etc.
- Make certain proper security protocols are in place to ensure the security of Kids Ministry spaces during hours of activities – including, but not limited to, proper volunteer requirements (background checks, etc.).

Competencies:

- Passion for the next generation
- Team Player
- Teachable
- Self-Starter
- Self-Motivated
- Develops others
- Positive and Optimistic Attitude
- Independent Worker
- Ministry Minded
- Shepherd
- Compassionate
- Good Listener
- Organized and detail oriented

Qualifications:

- A mature, growing believer with a clear understanding of the Gospel, along with the ability to clearly communicate it.
- Committed to spiritual integrity and professional excellence.
- Experience in Kids Ministry (on staff or as a volunteer) required.
- Excellent written and verbal communication skills.
- Committed to our community.

Expectations:

- Live committed to our description of Christlikeness as described in the six Core Christlike Characteristics and summarized by Loving God, Loving People and Living Surrendered as well as a commitment to the 6Ds of Discipleship.
- Live committed to our mission of “Leading people in the adventure of becoming like Christ” by personally practicing the 5B’s.
- Participate in all scheduled staff meetings and staff development times.
- Meet with the Executive Pastor and other staff for department planning and evaluation.
- Assist the other pastors in providing care to the congregation.
- Abide by the Open Door Employee Handbook including staff team values and agree with our doctrine, mission, and values (<https://www.opendoor.tv/about-us/our-mission/>).
- Perform other duties as assigned by the Campus Pastor, Executive Pastor and/or Senior Pastor.

The above responsibilities are not intended to be an all-inclusive list. All staff at Open Door are committed to team ministry that pursues excellence with an attitude of “whatever it takes to get the job done.” Therefore, additional time may be required outside of regular work hours and normal schedules.

Interested? Please send your resume to jobs@opendoor.tv ! Thank you.