

OPEN DOOR KIDS

Job Title:	Kids Ministry Director – Elyria
Work Schedule:	40-45hrs/week. Sunday-Thursday
Classification:	Full-time salary position with benefits (Exempt & Ministerial)
Reports to:	Campus Pastor - Elyria

Job Overview:

The Kids Ministry Director provides leadership for all kids-related ministry (nursery to pre-teen) activities, events, and relationships at the Elyria Campus and lives out the mission of leading kids and families in the Adventure of Becoming like Christ.

The Kids Ministry Director is responsible for developing and implementing creative, exciting, and relevant children's ministry programs and environments. This person is also tasked to recruit, train, motivate, care for and develop teams of volunteers in Kids Ministry at the Elyria Campus in an effective manner. This will encompass the translation of our broader church mission into the language of the next generation, by the provision a safe and secure environment where children are free to grow in loving God, loving people, and living surrendered.

Core Responsibilities:

- Set an example for kids and families by being devoted to Christ (cf. 1 Tim 4:12-13).
- Disciple kids and families to follow Jesus, learn from Jesus, and become like Jesus through weekly programming and personal discipleship.
- Conduct ministry and programming with the view of equipping parents or guardians to be the spiritual leaders of their families.
- Pray for kids and families.
- Provide onsite leadership, volunteer recruitment, scheduling, development, and appreciation/care for the Kids Ministry at the campus.
- Develop a Kids Ministry Volunteer Leadership Team in Elyria.
- Coordinate all weekend Kids Ministry programs and events at the campus.
- Prepare weekly curriculum lessons for volunteers (loading slides, printing materials, etc.). Manage all media in the rooms within the Kids Ministry space.
- Ensure that rooms are stocked with necessary materials.
- Hang and prepare all materials and posters that advertise a series or special events.
- Assist in approving and maintaining a list of paid childcare providers for ministries and campuses to use for their ministry events.
- Help to plan, promote, and execute church-wide Kids Ministry events (i.e. Kids Camps/VBS, Party in the Park, etc.).
- Manage the Kids Ministry budget and annual goals in Elyria.
- Champion and promote Kids Ministry in Elyria.

- Advance partnership opportunities with local schools. Be visible at kids' events and empower volunteers to do the same.
- Enforce security protocols to ensure the safety of kids during hours of activities – including, but not limited to, proper volunteer requirements (background checks, etc.). Track attendance and engagement for review.

Competencies:

- Passion for the next generation
- Develop & empower volunteers
- Teachable
- Self-starter
- Team player
- Positive and optimistic attitude
- Relational
- Good listener
- Biblical literacy
- Organized and detail oriented

Qualifications:

- A mature, growing believer with a clear understanding of the Gospel, along with the ability to clearly communicate it.
- Passionate about Kids Ministry and growing kids as disciples of Jesus.
- Committed to spiritual integrity and professional excellence.
- A leader who naturally attracts others to serve.
- Experience in Kids Ministry (on staff or as a volunteer) required.
- Excellent written and verbal communication skills.
- Committed to the Elyria community.

Expectations:

- Live committed to the mission of “Leading People in the Adventure of Becoming like Christ” by personally living a life of evangelism (5Bs) and discipleship (6Ds). (<https://www.opendoor.tv/about-us/our-mission/>)
- 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.
- Abide by the Open Door Staff Handbook including staff team values and champion our vision, doctrine, mission, and values.
- Participate in all scheduled staff meetings and staff development times.
- Meet with the Executive Pastor, and other staff in Kids Ministry for department planning and evaluation.
- Perform other duties as assigned by the Executive Pastor, Lead Pastor, and/or Campus Pastor in Elyria.

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.

