

NEW LIFE CHURCH OF THE NAZARENE EARLY CHILDHOOD

ABOUT NEW LIFE CHURCH OF THE NAZARENE

New Life is a thriving multi-generational, multi-cultural, multi-campus church that strives to help people Know God, Know People, and Make a Difference. We are a 102-year-old church that is willing to do the hard things and whatever it takes to reach people. We go out of our way to give ourselves away to help people see HOPE IN THE VALLEY. We are a growing church that is intentional in helping people take their next steps. Last year we saw 101 people come to salvation and 88 people get baptized. We have seen strong growth in both gathering people for worship and in sending them out on mission. Our Medford Campus currently runs three in-person live English venues, one in-person English video venue, one in-person live Spanish venue, and an online campus each week. Our Ashland Campus currently runs two in-person live English venues each week.

We have worked hard to increase engagement with our neighborhood in community transformation and strengthened relationships with our local and global mission partners. Our Church continues to do the thing we have never done, to reach the people we have never reached. Our future goal is to continue to launch new campuses in and around the Rogue Valley. We have worked hard to streamline activities so that we can give our time and attention to worship, groups, missions, and multiplication.

Our Mission – To help people take their next steps in finding and following Jesus

Our Vision – Hope in the Valley

Our Values – We are: Loving, Authentic, Growing, Optimistic, Generous, and Missional

POSITION TYPE:

☐ FSLA Exempt ☒ Non-Exempt

HOURS:

25 hours a week (part-time)

ABOUT THE EARLY CHILDHOOD ROLE:

The main responsibility of this role is to build teams of leaders who help kids and families take their next steps in finding and following Jesus. This role entails communication, education, discipleship, and connection to kids and their families. This is the person who partners with parents of kids age 6wks-PreK to lead kids to a Know God, Know People, and Make a Difference.

GENERAL AREAS OF OVERSIGHT:

1. Early Childhood Environments, McAndrews Campus

- Recruit, equip, and train teams of SG, LG, Special Needs groups, Guest Services, and Tech for McAndrews Campus environments
- Ensure environments are SAFE: safe, age-appropriate, fun, engaging
- Provide small group environments with consistent leaders where connection and discipleship can occur
- Provide Christ-centered teaching that encourages kids 6 weeks-PreK to take next steps
- Provide age-appropriate avenues for kids to serve

2. Early Childhood Connection

- Keep families constantly informed by providing engaging, accurate, and timely communication (email, website, social media)
- Ensure that EC Kids follow-up and assimilation processes for existing kids and families of the McAndrews Campus are completed
- Management of Early Childhood ministry budgets
- Schedule and resource volunteer teams

3. Administrative Tasks for all of Family Ministries

- Oversee publications and registrations for Family Ministry events
- Create and implement a strategy for reaching and assimilating new Kids and missing families for all of Family Ministries

- Maintain Database for Student Ministries
- Oversee all kids' social media and "At home" webpages

4. Other Responsibilities

- Oversee all programming and ministry for KIDS from 6 weeks - PreK, including Sunday mornings, Thursday nights, Quarterly family events, camps, and more.
- Perform hospital visits with follow-ups, as well as care and counseling as necessary.
- Oversees Curriculum for Early Childhood with the leadership and alignment of Kids Ministries at all campuses
- Participate in meetings and lead as needed (Discipleship, McAndrews Campus, Kids Ministry)

BOTTOM LINE

We believe in the next generation. We know they have the potential, skill, and abilities to learn, lead, and serve. We believe that every family can be effective, that every leader can make a difference and every child is created in the image of God. We strive to provide connection and growth opportunities for kids and families that are strategic to not just fill their calendars but push them forward in our discipleship process and into the community to make a difference.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- General Team Development Experience
- Teaching Experience
- Strong Organizational and Planning Skills
- Strong Promotional and Social Media Experience

KEY COMPETENCIES:

Self-Starter
Team Builder
Highly Relational
Attention to Detail
Discernment
Team Player
Life-long Learner

MINIMUM EDUCATION / EXPERIENCE:

Experience with Early Childhood education or ministry
Experienced at building a team that followed their lead.
Experience leading Kids

PREFERRED EDUCATION / EXPERIENCE

District Licensed Minister
Bachelor's Degree in Education or Ministry

OVERSEES:

Volunteers and Teams

REPORTS TO:

Kids Director/Pastor

WORKING CONDITIONS / EQUIPMENT:

Duties are performed indoors in an office environment
Must be teachable with regard to MS Word, Spreadsheets, Email, Creating Visual Promotional Materials, Video Editing, Updating a Website, and Social Media: Instagram, Facebook.
Duties require extended periods of standing, walking, sitting, and talking or hearing
Duties require occasional periods of climbing or balancing, pulling/pushing items, lifting/carrying items, keyboarding, reaching with hands and arms, stooping, kneeling, crouching, or crawling. Weights up to 50 pounds are encountered occasionally.

Vision requirements include close vision and ability to adjust focus.

Must be able to transport oneself to work-related meetings, workshops, conferences, etc.

Key (Based on typical week):

F=Frequent (34%-66% of time)

C=Constant (over 66% of time)

N=Never

R=Rarely (Less than 1 hour per week)

O=Occasional (1%-33% of time)

Activity	Frequency					Activity	Frequency				
	N	R	O	F	C		N	R	O	F	C
<i>Lifting/Carrying</i>						<i>Twisting/Turning</i>					
Under 10 lbs					x	Reach over shoulder				x	
11-20 lbs					x	Reach over head				x	
21-50 lbs				x		Reach outward				x	
51-100 lbs		x				Climb					x
Over 100 lbs	x					Crawl			x		
						Kneel			x		
<i>Pushing/Pulling</i>						Squat				x	
Under 10 lbs				x		Sit					x
11-20 lbs			x			Walk-Normal Surfaces					x
21-50 lbs		x				Walk-Uneven Surfaces			x		
51-100 lbs	x					Walk-Slippery Surfaces			x		
Over 100 lbs	x					Stand					x
						Bend					x
<i>Driving</i>											
Automatic Trans			x			<i>Other</i>					
Standard Trans					x	Keyboard/Ten Key					x
						Fingering (fine dexterity)					x
						Handling (grasping, holding)					x
						Repetitive Motion - Hands					x
						Repetitive Motion - Feet					x