

CHILDREN'S MINISTRY LARGE GROUP AND EVENTS COORDINATOR



Job Description

PURPOSE

To help preschoolers and elementary-aged children discover and deepen a saving relationship with Jesus by creating engaging and effective large group environments and leading events they want to attend.

EXPERIENCE

- College degree
- Minimum five years of working in a church or ministry
- Minimum five years of working with children
- Minimum three years of working with volunteers
- Organizational skills
- Verbal and written communication skills

DETAILS

Full-time

Reports to: Children's Ministry Director

Work Schedule: Typically, Sunday through Thursday with some exceptions for special events.

KEY RESULTS & RESPONSIBILITIES

Create large group environments that engage children and lead them to become Christians and grow their faith

- Plan, lead, teach, etc. weekly large group environments
- Constantly evaluate and improve weekly large group environments to spur growth in the children's ministry
- Have a growing knowledge and understanding of preschoolers and elementary-aged children and their families

Lead events targeting children and their families

- Organize and lead events (i.e. VBS, Fall Festival) that children want to attend and invite their friends
- Recruit, organize, and lead teams of volunteers who execute events
- Evaluate, improve, start, and stop events to maximize the effectiveness of the Children's Ministry and FBC
- Start new events that can reach more children and their families

Lead healthy and growing volunteer teams

- Recruit, train, and retain the right volunteers
- Build relationships with volunteers
- Develop and lead volunteers who lead volunteers

Align with the Children's Ministry Team and FBC staff

- Be engaged and aligned with the FBC mission
- Be engaged and aligned with the Children's Ministry team
- Ensure all events are aligned with the church
- Protect the health, relationships, and values of the FBC staff