



**Job Title:** Kids Ministry Lead, Elk Grove Campus  
**Department:** Kids  
**Employment Type:** Part-Time  
**Start Date:** as early as July 1, 2025  
**Location:** Midtown Church, Elk Grove, CA  
**Reports to:** Director, Kids Ministry  
**Salary:** \$19/hour

**HOW TO APPLY:** Submit resume and cover letter to [Danielle.holaday@midtownchurch.org](mailto:Danielle.holaday@midtownchurch.org)

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### **Purpose of Role:**

The Kids Ministry Lead plays a key role in advancing the vision of the Kids Ministry Department by overseeing and coordinating weekend programs, special events, and various projects that support the families of Midtown Church. This position also leads efforts in volunteer and parent engagement, including planning, communication, and collaboration to ensure a vibrant and welcoming ministry experience for children and their families.

### **I. EXPERIENCE AND KNOWLEDGE REQUIRED**

- Passion for children's ministry and inclusive church experiences.
- Proven ability to recruit, lead, and equip volunteers.
- Strong classroom management and teaching skills.
- Experience working with children with disabilities (preferred but not required).
- Strong organizational, relational, and communication skills.
- Ability to maintain discretion and confidentiality.
- A professional and faith-centered approach that represents Midtown Church's mission and values.
- A high-energy leader with a passion for teaching kids about Jesus in engaging and meaningful ways.

### **II. ESSENTIAL FUNCTIONS AND RESPONSIBILITIES**

- Support Kids Ministry on Sundays (7:30 AM – 2:00 PM), including setup and teardown of weekend programs and special events.
- Train and onboard new volunteers on Sunday mornings.
- Invest in 3–5 key volunteer leaders through regular check-ins (calls, texts, coffee meetings) to build community and strengthen volunteer retention.
- Build relationships with parents, volunteers, and ministry leaders to foster a welcoming and supportive environment.
- Attend monthly Kids Ministry staff meetings (Tuesdays, 6:00–7:00 PM) and quarterly team meet-ups.
- Assist with volunteer recruitment and training, including supporting quarterly volunteer training events.

- Help lead and support the use of Planning Center Online (PCO) for volunteer scheduling and event planning.
- Assist with the execution of new ministry initiatives as developed by leadership.
- **OTHER DUTIES & TASKS AS ASSIGNED BY PASTOR OR SUPERVISOR.**

### III. **MISSION CRITICAL QUALITIES/RESPONSIBILITIES**

- Proactively communicate, support & fulfill the mission, vision, core values, purposes & goals of Midtown Church.
- Maintain open & frequent communication with supervisor, staff & team.
- A faithful follower of the Lord & member of Midtown Church.
- Lives into the Midtown Church Culture & Values and adheres to the Midtown Church employee handbook.
- Consistently attends Midtown worship services.
- Participates in a community life group.
- Expresses warmth, care, & respect towards others
- Works well on own, is self-motivated, responsible & takes initiative.
- Has the flexibility & grace to accept & adapt to sudden changes in plans.

### IV. **TIME COMMITMENT**

- Approximately 10 hours per week
- Mandatory Sundays (30/30 rule: arriving 30 minutes before services begin and departing 30 minutes after services end)
- Supervisor and teammates should be informed in advance of adjustments to the agreed upon schedule.
- Office hours may be adjusted for weekends or events as agreed upon.
- Week of Christmas & Easter are blackout dates; all staff are expected to work at Christmas & Easter services. Exceptions only provided by direct supervisor in unique situations. *In return for this understanding, we provide a paid week off with all offices & operations closed for one week after Christmas services.*