



Job Title	<i>Kids Ministry Associate</i>
Reports to	<i>Next Gen Pastor</i>
Part-Time	<i>Hourly position with up to 29 hours per week</i>

Job Overview

Lakes Church seeks to honor the Lord and fulfill the Great Commission by being One Church in Multiple locations. Our purpose is to glorify God by making Jesus Christ known throughout our community and beyond. The Kids Ministry focus is to minister to children and their families in kindergarten through fifth grade. The Kids Ministry Associate will serve primarily at the Downtown campus but will help provide supplies, resources and curriculum for the Kids Ministries at our other Lakes Church Campuses. The Kids Ministry Associate will invest in Lakes Church Academy students in order to connect Academy families to the church. The Kids Ministry Associate serves under the leadership of the Senior Pastor, reports to the Next Gen Pastor, abides by Lakes Church theological beliefs as outlined in the Baptist Faith & Message (2000), follows the protocols of the church Bylaws and the employee handbook, and adheres to the Lakes Church Statement of Cooperation.

Vision and leadership responsibilities

1. Responsible for work with the Kids Min Team to organize and facilitate the programs and ministries of the Kids Ministry based on the mission and vision of Lakes Church.
2. Create a safe, warm, welcoming, Christ-centered environment for children and families to engage in the Kids Ministry.
3. Recruit, train and equip staff and volunteers to serve in the Kids Ministry.
4. Continually evaluate, monitor and adjust as needed Kids Ministry programming in order to be a fruitful ministry.
5. Complete other tasks as assigned by the Senior Pastor, Executive Pastors and/or Next Gen Pastor of the church.

Disciple-making responsibilities

1. Ensure that children and families are engaged with the Gospel and followed up on appropriately.
2. Ensure that the Kids Ministry teaches the Word of God, in an age-appropriate manner, in order to help children learn biblical truths, key doctrines and important practices of our Christian faith.
3. Ensure that there are weekly worship environments in the church and Academy for children to grow in their faith and worship the Lord.
4. Ensure that there are regular events for children to build relationships with other believers, exercise their faith and be a part of the Great Commission.
5. Ensure that VBS and other Kids Ministry events are planned, organized and effectively run throughout the year.

Administrative responsibilities

1. Ensure that staff and volunteers are background checked and approved to serve within the Kids Ministry.
2. Ensure that effective communication of the Kids Ministry vision, programs and protocols are given to Kids Ministry families, the church, the Academy, and the community.
3. Follow the annual budget established for the Kids Ministry and utilize the church purchase order system.
4. Ensure that proper records are kept of Kids Ministry activities.
5. Ensure the safety, cleanliness, appearance, and function of the Kids Ministry facilities.

Qualifications

1. A mature Christian faith and a demonstrable lifestyle of following Jesus Christ.
2. In agreement with the Baptist Faith & Message and a signed Statement of Cooperation of Lakes Church.
3. Prefer a candidate pursuing a Bachelor's or Graduate Seminary/Bible College Degree. Any additional ministry training is a plus.
4. A clear calling to Childrens Ministry and a minimum two-three years' experience as a Childrens Ministry Leader, Associate or Director required.
5. Successfully complete background check and sexual abuse awareness training.

Character

1. A humble, servant heart that is in line with the vision of Lakes Church and will support and follow the leadership of the senior pastor and church leadership.
2. Self-starter mentality.
3. Excellent interpersonal and communication skills.
4. Excellent organizational and leadership skills; ability to handle multiple tasks and use independent judgment in prioritizing time and responsibilities.
5. A willingness to learn, grow and adjust as the job may require. The willingness to work a flexible schedule including evenings and weekends.

Direct reports

The Kids Ministry Associate works under the supervision of the Next Gen Pastor, is accountable to the Senior Pastor, Executive Pastor of Ministry, Executive Pastor of Administration and the Personnel Committee.

Accepted

I have read and understand the job description and I am willing to accept this position.

Name (Printed)

Date

Signature