

Job Description: Lincoln Park Kids Ministry Director

Part-time role, 20-30 hrs/week

Who this Role Reports to: Mike Solis (Associate Pastor)

Who Reports to this Role: Lincoln Park Kids Church volunteers

General Description of Duties: The Lincoln Park Kids Ministry Director leads and implements the mission for Rock Hill Kids at the Lincoln Park (LP) campus, particularly on Sunday morning. This role includes preparing curriculum for teachers, recruiting and leading volunteers, and communicating well with parents/guardians. It also includes assisting in finding childcare for LP events and being a consultant for the Rock Hill Kids ministries at the other campuses.

Mission of Rock Hill Kids: Our mission in Rock Hill Kids is to create a safe and fun environment for kids to declare, display and delight in the gospel of Jesus through a redeemed community of people and gospel-centered curriculum. Kids will be encouraged to live out declaring, displaying and delighting in the gospel by learning how to do the following:

- Declare what God has done by sharing their story
- Display the gospel by giving to and serving others
- Delight in the Bible and prayer

Priority Responsibilities:

- **Recruit and Lead Kids Church Volunteers**
 - Actively recruit and train new volunteers with an onboarding process, including a process for keeping background checks up to date
 - Oversee the volunteer schedule on PCO, including the substitution process
 - Communicate with volunteers to remind them of serving commitments, update their schedule preferences, and hold them accountable for repeated absences
 - Equip new and current volunteers with regular training
 - Implement and refine check-in and safety protocols
- **Oversee Curriculum for Kids Church**
 - Alongside supervisor and lead pastor, choose new curriculum if needed
 - Prep weekly lesson plans for large group times
 - Prep weekly classroom teaching material
 - Prep unit resources for teachers
- **Communicate with Parent/Guardians**
 - Keep parents/guardians informed with what is going on in Kids Church and highlight helpful resources to aid them in the spiritual development of their kids
- **Assist in Finding Childcare for Events at Lincoln Park**
 - Special Services (Good Friday, Easter, Christmas Eve)
 - Member meetings (3/year)

- Rock Hill Institute Classes, Seminars, Bible Studies
- **Consult Chester Park and Superior on Kids Church**
 - Offer advice and suggest resources without taking responsibility for the other campuses' choices or ministry implementation
- **Serve on a Kids Church Events Team**
 - Empower volunteers on the team to plan and run a few events that are strategic for discipleship and outreach to families (e.g. Family Skate Night).

Compensation: \$20/hr

Expected Work Rhythms: The initial expectation is 20-30 hours/week, which includes Sunday morning Kids Church, weekly staff meetings, and a weekly meeting with your supervisor.