



KIDS PASTOR JOB DESCRIPTION

Dept/Ministry: Kids Ministry

Supervisor: Lead Kids Pastor,

Work Hours: Full Time 40 hours

FSLA Status: Exempt - Administrative

Employment Classification Level: 3

Staff Category: Pastoral Staff

UNIQUE ROLE

The Kids Pastor of Elementary will work closely with the Kids team to create teaching, programming, and service opportunities for kids grades one through five. They will also act as the primary voice and activator for numerical and spiritual growth in weekend services, community groups, and in elementary leadership.

CORE COMPETENCIES NEEDED

The core competencies needed for successful fulfillment of job responsibilities are listed below.

- **Achiever:** An achiever sets challenging goals, tracks progress, solves obstacles/problems and demonstrates urgency and drive in achieving goals.
- **Evangelist:** An evangelist builds relationships with non-believers, contextualizes the gospel, presents it in a compelling manner, and leads others into a relationship with Christ.
- **Recruiter:** A recruiter connects an individual with meaningful ministry opportunities that enable him/her to use his/her gifts, talents and passions.
- **Teacher:** A teacher communicates God's truth accurately and effectively.
- **Team Builder:** A team builder uses group skills and team building strategies to strengthen relationships among team members; improve motivation, communication, support and trust among team members; and inspire the team to maximize its potential and achieve its goals.

PRIMARY AREAS OF RESPONSIBILITY

Primary areas of responsibility include, but are not limited to the following:

- Large Group Teaching
- Service Programming
- Service Hosting
- Leadership Recruitment/Training/Care
- Curriculum Writing/Implementation
- Elementary Camps & Events
- Campus Ministry

ONGOING EXPECTATIONS

- Meet the scriptural requirements for an elder (though may not serve as an elder) by living a spiritually surrendered life leaning on the Holy Spirit for guidance and direction by spending consistent time in prayer and study of God's Word.
- Live out CCV's Church strategy by engaging in a lifestyle of worship, community and serving.
- Live out the CCV Staff Values in relationships with other staff, congregation and community.

- Empower volunteer Team Members by developing an Ephesians 4:12 culture in your ministry areas resulting in a high level of engagement.
- Participate in Weekend Services according to pastoral staff expectations (Weekend Roster and Worship Participation).
- Serve at CCV Holiday Events and Special Events (e.g. Easter, Christmas, etc.).
- Serve as Pastor on Call during assigned weeks (2 weeks a year minimum).
- Participate in CCV's Monthly All Church Prayer Nights.
- Intentionally pastor and mentor all volunteer Team Members towards increasing levels of responsibility and leadership.
- Establish Objective and Key Results (OKR's) for your ministry areas.
- Maintain a balanced work schedule, working with CCV HR Team to keep track of vacation days, sick days, days off, make-up days, personal days etc.
- Perform sacerdotal duties on a regular basis as circumstances demand.
- Be available to the congregation before and after weekend services.
- Maintain flexible working schedule and hours as determined by the needs of the ministry.

QUALIFICATIONS

- High School graduate and has/is working towards at least a B.A. in Biblical Studies or the equivalent in work experience in a large congregation with a working knowledge of the Bible.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by a teammate to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to:

- Stand, sit, walk and stoop, kneel, crouch or crawl.
- Climb, stairs and ladders
- Use hands/fingers: to handle or feel, operate, activate, use, prepare, inspect.
- Talk/hear: Communicate, detect, converse with, discern, convey, express oneself, exchange information.
- The employee in this position frequently communicates with team members on staff as well as parents, children and volunteers. They need to discern and convey, and exchange information.
- The employee must frequently lift and/or move up to 20 pounds.
- Taste/Smell: Occasionally must be able to detect, distinguish and determine taste and/or smell during event where there is food.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those a teammate encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Moderate noise (i.e. business office with computers, phone and printers, light traffic).
- Ability to work in a open space with other team members.
- Ability to sit at a computer terminal for an extended period of time.
- Typical church environment large and small group gatherings that include loud music.

It is required that all CCV staff members are in agreement with the vision, values and doctrine of CCV and adhere to the guidelines and conditions for employment as outlined in the Employee Handbook.

It is a privilege to serve the Lord in ministry at CCV. Those who serve God at CCV are expected to embrace a high biblical standard of personal conduct and lifestyle both public and personal.