

Job Posting: KidZone Ministry Coordinator Early Childhood & Community Programming

Full time permanent @ 40hrs/wk

In this role you will:

Minister to the congregation through the development of leaders and systems to create environments where families and kids Gather, Grow, Give, and Go! This position would work with the Kids Ministry Team with a special focus on Early Childhood (Ages 0-5), Weekend Programming and Mid-Week Community Programming.

Overall Ministry

- Recruit and mobilize leaders and volunteers for the effective execution of mid-week and weekend ministry.
- Report, evaluate and modify programming, processes, and events for optimal effectiveness.
- Work collaboratively with the Children's Ministry staff team to develop and implement special events.
- Implement and maintain Plan to Protect procedures within all ministry areas.

Mid-Week Community Programming

- Plan and execute early childhood midweek programming geared towards reaching the community providing an introduction to the church community in a fun and positive way.
- Recruit and build midweek serving teams to assist with program outreach.
- Work closely with the KidZone colleagues to create and execute an integration plan for families who attend outreach events.

Weekend Early Childhood

- Develop, revise and manage all age-appropriate programming for ages 0-5 at our weekend experience.
- Recruit and build weekend serving teams.
- Work closely with the KidZone colleagues to ensure a seamless transition of children from early childhood into elementary programming. This includes flow of scope and overall experience.
- Develop and implement a communication strategy for ministry events and activities for ages 0-5 in collaboration with the Communications Department.
- Oversee the cleaning, shopping, and care of the early childhood rooms and parent room.

What you'll need to thrive in this role:

- Passion to see children growing in their relationship with Christ; coming to love, know & serve Jesus.
- Proven ability to recruit and manage volunteers and ability to work collaboratively with others.
- Well organized, forward thinking with strong interpersonal, verbal and written communication skills.
- Ability to develop and implement projects, manage multiple tasks and able to develop systems.
- Highly detailed with the ability to work in a large, multi-staff setting.
- Ability to manage multiple tasks while working in a fast-paced environment.
- High standards of ethics and confidentiality to handle sensitive information.
- Ability to exercise good judgment, show initiative and be proactive.
- Be a digital native with a high understanding of social media and technology.
- Graduate from a post-secondary institution with a diploma/degree in a related area (or equivalent experience). Preference given to candidates with a specialization in Christian Education, or Children.

Desired Start Date: As soon as possible. Specific date to be determined with the successful candidate.

Think you're a great fit for this job? If you believe that God may be calling you to this position please submit your curriculum vitae to resume@beulah.ca. No phone calls please.