



## Job Profile

**Position: Children's Ministry Assistant**

**Status: Part-Time (Up to 10 Hours a Week), Hourly, Non-Exempt**

### Who We Are

#### Our Aspirational DNA

**Christ-centered** – We really aren't seeking to be centered on politics, denomination, or fulfilling the American dream. In ideological ways we are diverse, Christ is our center and our unity.

**Vision First** – When deciding what to do with our resources we are led by the vision He has given us.

**Making Ripples** – We aren't content unless we are making a difference for the Kingdom of God in our community and the varied communities of our members.

#### Our Vision/Mission

Becoming a vital, strong, and faithful outpost for Christ and our community for the next 50 years!

This will mean that our leadership will be constantly discerning what commitments and priorities will advance the vision, attempting to balance inward investments and outward commitments.

#### Our Current Shared Strategic Priorities

Live Streaming (Outwardly Focused)

Kid's and Student's Ministries (Inwardly Strong)

Faith & Leadership Development (Inwardly Strong)

### The Role of the Assistant to the Director of Children's Ministry

To assist the Director of Children's Ministry in providing vibrant and inviting programming that reflects the love of Christ and enables children from birth through 5<sup>th</sup> grade and their families to grow in faith and maturity through educational ministries. The successful candidate will work with the Director of Children's Ministry, and the Northminster Kids! team to plan and implement programming for the children and families of Northminster Church and the wider community.

### Your Team

- This position reports to the Director of Children's Ministry
- This position relates to other Next Gen Ministry staff and Children's Ministry Volunteers

## Goals and Expectations

- Jump right into the life at Northminster and help build the Northminster Kids! program
- Serve as a committed member of the Northminster staff
- Abide by Northminster's Child/Youth Protection Policy and Staff Handbook Policies

## Primary Responsibilities and Tasks

- Collaborate with the Director of Children's Ministry to plan and implement curriculum and events
- Communicate clearly and effectively with parents, volunteers, and leaders
- Run child check-in stations on Sunday mornings
- Lead Sunday School and event programming
- Facilitate volunteers for Northminster Kids! programming

## Candidate Profile

- Vibrant faith in Jesus Christ, passion for students
- Strong character and work ethic
- Highly relational
- Gifted communicator who values authenticity
- Teachable spirit and team player
- Manages projects well
- Is a planner
- Welcomes diversity
- Adventurous
- Technologically savvy
- Is resilient and perseveres

## Your Schedule

- Up to 10 hours weekly, including Sunday mornings, flexible weekday planning and meetings, and occasional weeknight or weekend meetings or events.

## Your Salary

The starting salary for this position is \$15.00 per hour. As a staff member at Northminster Church, you are also eligible for the following benefits:

- Vision and dental coverage is available (You pay modest premium)
- 2 weeks of paid vacation time each year
- 2 weeks of sick time
- 11 paid holidays, if you are scheduled to work those days

