



ELEMENTARY MINISTRIES LEAD

Job Description

OBJECTIVE

The Elementary Ministries Lead will provide leadership to the weekly programs for children ages first through fifth grade in order to ensure engaging, safe and Christ-centered experiences for children and their families.

SCOPE

- Full-Time // Exempt (approximately 40 hours per week)
- Ministry Staff // Children's & Family Ministries // Reports to Children's & Family Ministries Director

RESPONSIBILITIES

NHC Staff

- Be a champion of NHC's vision and ministries
- Work collaboratively with other NHC ministry leaders to cultivate partnership and effectiveness
- Participate and invest in NHC staff community
- Embrace any additional opportunities as assigned to contribute to NHC's ministry impact

Children's & Family Ministries

- Model a Christ-like attitude through committed work ethic, care for children and support to families
- Organize and lead Sunday morning children's programming for children ages first through fifth grade
- Champion and support any NHC programming for children ages first through fifth grade
- Recruit, train and shepherd a strong volunteer base to serve weekly and assist in leading programming
- Select resources and materials for elementary programs that align with Children's & Family Ministry objectives and the vision of NHC
- Monitor the physical spaces used for programs in order to ensure safe, attractive and developmentally appropriate furniture and activities for children and well-equipped areas for volunteers
- Oversee Elementary Ministries registration including caring for health concerns and special needs
- Provide support and assistance for other Children's & Family programs as needed
- Assist in providing resources and support to families through intentional relationships and training opportunities
- Assist in creating Children's & Family Ministries budget to maximize ministry impact
- Give joint oversight to children's ministry policies and protocols
- Collaborate with other ministry leaders to develop integrated discipleship strategy for children
- Assist in planning and leading special events and additional children's programming

PROFILE OF PREFERENCE

- Growing relationship with Jesus and alignment with NHC's Statement of Faith
- Committed to NHC as a local church and eligible for church membership
- College degree or related ministry experience
- Genuine love for children and ability to relate to families
- Resourcefulness and initiative
- Strong 'all peoples' intuition