

## Streetlight Kids Ministry Coordinator

**Reports to:** Streetlight Pastor

**Works with:** Streetlight Kids Volunteers, Streetlight Kids Parents

**Direct Reports:** Streetlight Kids Volunteers

**Expected Hours:** 10 – 15 hrs. per week

### Scope

To serve Streetlight Community Church by assisting in the development, coordination, and administration of our ministry to Nursery, Pre-K and Elementary age children along with the recruitment and training of key volunteers. Will be in alignment with our articles of faith: <https://docs.google.com/document/d/1RMpRTuPcO9nlo6cQyokEl0iQISixQgK9GmdUs7d14eI/edit?usp=sharing>

### Primary Responsibilities:

#### Oversee Sunday Morning Ministry (50%)

- Oversee Streetlight Elementary, Pre-K & Nursery-age Kids Ministry on Sunday mornings
- Establish an enthusiastic, relational, family-oriented culture in Streetlight's Kids Ministry
- Oversee set-up and clean-up of First Glance facilities on Sunday mornings

#### Coordinate and Cultivate Volunteers Leaders (25%)

- Coordinate volunteers for all three areas of Sunday Kids Ministry
- Actively recruit new volunteers for Kids Ministry
- Utilize Planning Center Online to schedule and follow up with volunteers
- Provide strategic coaching for volunteers as needed
- Connect with volunteers as needed
- Assist in developing volunteer training
- Assist in managing & planning curriculum as needed

### **Missional Kids Ministry (15%)**

- Volunteer at First Glance's Launch Kenmore after school program once a week
- Build missional relationships with students of Launch Kenmore, connecting them and their families to our church community

### **General Duties (10%)**

- Participate in a DNA Group (ideally overlaps with volunteers?)
- Participate in events & meetings as needed