

Associate Kids Minister



Hours: Full Time - 40+ Hours per Week

Reports to: Kid's Ministry Director

Compensation: Commensurate with experience

Purpose:

As the Associate Kids Minister, you will play a crucial role in ensuring that children in our Kid's Ministry (birth-4th grade) have a safe, engaging, and transformative experience. Working alongside the Kid's Ministry Director, you will help oversee programming that equips our members to teach God's truths and model life with Jesus to children. Your responsibilities will include recruiting, caring for, and training volunteers to ensure that both early childhood and elementary ministries are fully staffed to meet the needs of families. You will also play a key role in creating and executing strategic events and training that help disciple children and their families. In short, you will be responsible for helping to create an environment where children can grow in their faith and develop a lifelong relationship with Jesus.

Responsibilities (including but not limited to)

- Work with the Kid's Ministry Director to oversee programming for children in our Kid's Ministry (birth-4th grade).
- Collaborate with the Kid's Ministry Director to develop and implement a strategic vision for our Kid's Ministry that aligns with the mission and values of New Heights Bentonville.
- Attend weekly staff meetings and ministry alignment meetings to collaborate and better serve the volunteers and families of New Heights Bentonville.
- Be present for both services on Sunday mornings to manage volunteers and help where needed.
- Inspire, engage, and equip members of our church to teach God's truths and model life with Jesus to children.
- Recruit, care for, and train volunteers to ensure that both early childhood and elementary ministries are fully staffed to meet the needs of families.
- Meet and communicate with volunteers weekly.
- Model best practices and support leaders as they connect with children and families
- Oversee the planning and execution of weekly programs, including curriculum selection and implementation, lesson planning, and volunteer scheduling.
- Develop and implement policies and procedures to ensure the safety and well-being of children in our care.
- Ensure that safety procedures and policies are followed (bathroom policy, two adult rule, positive redirection/communication with parents for discipline, check-in/out).
- Work closely with parents and families to provide resources and support that enable them to disciple their children at home.
- Assist in the creation and execution of strategic events and training that help to disciple children and their families.

- Regularly evaluate the effectiveness of our Kid's Ministry programs and make adjustments as needed to ensure that they are meeting the spiritual and developmental needs of children in our care.
- Stay up-to-date with the latest research, trends, and best practices in children's ministry to ensure our programs are relevant and effective.

Requirements:

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| <ul style="list-style-type: none"> • Called by God to serve kids and families • Passionate • Authentic • Leadership • Organized • Self-starter • Excellent written and verbal communication | <ul style="list-style-type: none"> • Motivate/Vision Cast • Administrative • Goal-oriented • People Gatherer • Interpersonal Skills • Problem-solving • Delegation • Team Player | <ul style="list-style-type: none"> • Proficient navigating technology • Working knowledge of child development. |
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New Heights Bentonville Workplace Unifiers

1. We abide in Christ and pray continually

- a. The most important thing in your ministry is your personal relationship with Jesus
- b. The Holy Spirit always has authority to reorder our plans
- c. Daily time spent with God in His word & in prayer
- d. Pray with people in 'real time'

2. We always assume the best of each other

- a. Trust each other
- b. We relate to each other in a Christ-honoring manner

3. We need Jesus in front of others

- a. Model authentic, dependence on God's grace in all settings
- b. We lead with a limp (Jacob - Gen. 32 ff)

4. We fight for unity

- a. There is no "them," there is only "us"
- b. We move toward one another in conflict
- c. Resolve conflicts graciously & Biblically (Matthew 18:15-17)

5. We protect one another with our words

- a. We don't gossip: Is it true? Is it relevant? Is it edifying?
- b. We outdo one another in honor (Rom. 12:10)

6. We over-communicate

- a. Clear is kind, drive toward clarity
- b. Proactively share plans & details with related staff & lay leaders
- c. All parties are responsible to pursue clarity in meetings or personal conversation

7. We work hard because The Kingdom matters

- a. Hold ourselves & others accountable
- b. Commit to excel in every ministry detail because they impact on our witness & care for others (Colossians 3:23)
- c. Follow up promptly on emails/phone calls & follow through on commitments

8. We take risks

- a. Try new things
- b. Fail forward
- c. Turn dreams into reality

9. We are teachable

- a. Being a disciple means being a student
- b. Grow your SHAPE (Skill,Heart,Attitude,Personality,Experience)
- c. Be approachable at all times

10. We own the vision together

- a. We are all on one team
- b. We collaborate and sacrifice for one another
- c. We are an idea meritocracy. Everyone's voice is valued
- d. Servant leadership means no task is below any staff member

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