

JERSEY CHURCH

JOB DESCRIPTION

Job Title

Preschool Minister, Part-time

General Information

1. Reports to: Next Gen Minister
2. Relates closely to: Next Gen Team
3. Purpose of this Position: : To provide leadership, under the direction of the Next Gen Pastor, to the Preschool Ministry and its volunteers in order to accomplish the Proverbs 22:6 vision (developing kids into C2 disciples who faithfully walk with Jesus their entire lives) in the lives of kids birth through pre-kindergarten, creating, organizing, and directing appropriate programs for the accomplishment of this purpose.

Character Requirements

- Personal and growing relationship with Jesus Christ
- Holding Scripture as their authority for understanding God, humanity, and the world
- A Caring heart for all people, who have been created in God's image
- A lifestyle of sharing Christ with the lost
- Understanding the importance of missions, taking the Gospel to the ends of the earth
- Understanding change as an opportunity

Job Requirements

- Bachelor's Degree and/or work place leadership experience
- A calling and care for elementary age kids
- Experience in leading age appropriate groups
- Knowledge of best practices for developing disciples
- Administrative skills
- Demonstrated ability to work in teams
- Leadership skills

Ongoing Responsibilities

This is the role of supporting and enabling people to meaningfully engage in the work of the church.

1. Participate in Kids' Ministry team: Working with Kids Ministry Team to achieve ministry goals, developing a well-rounded ministry supportive of our church's Vision, Mission Statement and Pathway, while together building relationships with parents and volunteers
2. Scheduling Volunteers for Preschool Ministry Programming and Events: This position would schedule volunteers for all volunteer positions in the preschool ministry and for preschoolers in general church and special events.
3. Child Care: The preschool minister is responsible for all childcare regarding preschool aged children throughout the church and for "All Church Events." This includes the responsibility to make sure all child-care workers have all the proper paper work completed (background checks etc.) and all policies are being followed (child to worker ratio, cleaning of rooms etc)

JERSEY CHURCH



4. Recruiting Volunteers: This position will recruit volunteers to fill the open positions in the preschool ministry, making sure all background checks, applications, and standards of behavior are properly filled out and turned in.
5. Sunday morning programming support: This person will be a staff presence on Sunday morning to support the volunteers serving the kids.
6. Welcoming guests: This position will help new families and kids feel welcome and help them integrate into the Sunday morning experience.
7. Other duties as assigned by the Next Gen pastor, Executive Director, or Lead Pastor.

Theological Expectations

- Conservative theological views
- In complete agreement with Baptist Faith and Message
- Alignment with Jersey Baptist Church vision