



## **Early Childhood Lead**

### **THE ROLE**

Leader of the Early Childhood Ministry within the Family Ministry Department.

### **THE SCOPE**

The Family Ministry Department is an essential ministry of Southwest Church to the next generation of believers. The Early Childhood Lead position is responsible for volunteer development, content development, and the overall leadership of the Early Childhood Kids ministry.

### **OUR VISION**

Southwest Church is a Gospel Centered, Multiethnic, Intergenerational Church. We Love Discipleship.

### **OUR FOCUS**

Southwest Church is focused on discipling people to become committed followers of Jesus Christ. We desire all members of Southwest to be:

- Planted - to our church and our ministries.
- Rooted - in their connection to God, the Church, and to their individual Purpose.
- Growing - in their faith and in their relationships with others.
- Going - in service and witness to our local community and to the world.

### **SOME KEY RESPONSIBILITIES**

As a vital leader within the Family Ministry department, you will work closely with the Kids Pastor to lead the Early Childhood Kids Ministry. Your responsibilities include, but are not limited to:

- Recruit, train, and develop a team of volunteers to create and conduct weekly Early Childhood services and activities that are biblically accurate, culturally relevant, and engaging for Early Childhood Kids.
- Develop and disciple a core volunteer leadership team to ensure high-level, reproducing leaders.



- Lead volunteers to create an Early Childhood environment that maintains the highest possible standards for infant and toddler safety and care.
- Work with the Kids team to brainstorm and ideate the direction of the Kids Ministry as a whole.
- Partner with parents to create opportunities for them to be actively involved in the spiritual development of their children.
- Assist in the development of the annual Early Childhood ministry budget and manage spending to budget throughout the year.
- Perform other duties as assigned.

#### **QUALIFICATIONS:**

- College degree preferred.
- 3+ years of ministry experience as a staff member or volunteer.
- Able to lead and influence people to collectively meet deadlines while managing multiple projects.
- Strong influencing, communication, and presentation skills.
- Must be a proactive self-starter, creative problem solver and team player.
- Able to work collaboratively with other department teams to support the ministry of Southwest Church.
- Understanding of confidentiality and proper care of personal information.
- Knowledge of computer applications such as Word and/or Pages, Excel and/or Numbers, PowerPoint and/or Keynote, etc.
- **Physical requirements:** Constant periods of sitting and repetitive motions. Occasionally able to lift or move up to 20lbs and standing or walking.