



Title: Kids Ministry Program Coordinator	
Department: Kids Ministry	Supervisor: Kids Ministry Director
Hours/Week: Part Time (15-20 hrs/week)	Pay Range: \$18-22/hour
Benefit Eligibility: TBD	Job Class: non-exempt
Schedule: TBD	Location: Redeemer – Encinitas, CA

JOB SUMMARY

Redeemer is looking for a passionate and committed Kids Ministry Program Coordinator who will work closely with the Kids Ministry Team to coordinate both the early childhood and elementary volunteer ministry teams, as well as participating in the Kids teaching team. If you are passionate about kids, can inspire volunteers and leaders, and enjoy managing projects, you will help create an environment where both volunteers and kids thrive while learning biblical truths and following the ways of Jesus.

KEY RESPONSIBILITIES

- **Sunday Programming:**
 - Ensure that both the elementary and nursery-preschool programs are prepared for kids before the service begins.
 - Participate in Team Huddle and preservice meetings with Kids staff and volunteers to discuss the day's agenda and pray.
 - Connect with volunteers and the Kids Director after each service to address any issues and follow up as needed.
 - Teach the large group time for elementary or step into teaching other classes as needed.
 - Oversee craft and activity preparation, ensuring materials are ready for each session.
- **Curriculum Development:**
 - Collaborate with the Kids Ministry Director to review, edit, and implement curriculum materials.
 - Develop innovative teaching strategies to enhance the learning experience and make lessons interactive and meaningful.
- **Child Development:**
 - Foster a supportive and inclusive environment that nurtures the spiritual, emotional, and social development of each child.
 - Build positive relationships with children, helping them feel valued and supported
- **Volunteer Coordination:**
 - Provide guidance and support to volunteer teachers, ensuring a consistent and high-quality educational experience.
 - Assist in training and equipping volunteers to effectively deliver curriculum content.



- **Parent Communication:**
 - Communicate regularly with parents and caregivers about their child's progress and upcoming events.
 - Serve as a point of contact for parents, addressing any questions or concerns.
- **Community Engagement:**
 - Participate in planning and executing events designed to reach new families in our community.
 - Stay informed on best practices in Kids Ministry and incorporate them into teaching methods and curriculum.

QUALIFICATIONS – Your Superpowers!

- **Commitment:** Deep commitment to the mission and values of Redeemer and a passion for Kids ministry.
- **Experience:** Proven experience in teaching and working with children.
- **Skills:** Strong curriculum review and implementation skills, excellent communication, and the ability to connect with children, parents, and volunteers.
- **Creative:** Innovative and adaptable, with a proactive approach to developing programs and solving problems.
- **Teamwork:** Ability to work collaboratively with a diverse team and contribute to a positive, supportive environment.

CULTURE EXPECTATIONS

- **Character:** A constructive attitude, genuine humility, spiritual vitality, and a teachable spirit.
- **Competence:** Resilient flexibility, customer focused, and results driven.
- **Chemistry:** Relationally intelligent, collaborative, and committed to Redeemer's vision.

POSITION REQUIREMENTS

- **Devotion:** Active participation in the ministry of Redeemer Presbyterian Church.
- **Confidentiality:** Ability to recognize and maintain confidentiality.
- **Christ-Centered:** Demonstrate Christ-centered behavior, treating people with dignity, respect, and compassion.
- **Tech Savvy:** Proficiency with computers, including websites and social media platforms.
- **Physical:** Ability to lift 25+ pounds and move comfortably in an active environment.
- **Flexibility:** May require occasional local travel, and a flexible schedule to respond to ministry needs.

If you are passionate about teaching, and nurturing children in a church setting, and possess the skills to implement effective curriculum, we invite you to apply and become a vital part of our Kids Ministry team.