



GilbertCampus

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Job Title: K-3 Large Group Coordinator
Direct Report: SV Kids K-3 Coordinator (Christopher Lewis)
Position Status: Part Time/ Salary

Summary of Position:

The SV Kids K-3 Large Group Coordinator will be responsible to implement the SV Kids Large Group under the direction of the K-3 Coordinator. The SV Kids K-3 Large Group Coordinator will develop and lead a team of volunteers to create a fun, safe, and relational environment for kids (Kindergarten through Third Grade) to Meet, Know and Follow Jesus. The K-3 Large Group Coordinator will oversee and train the volunteers directly involved with the large group portion of the weekend services and will also recruit and develop new volunteers as needed. The K-3 Large Group Coordinator will also build trust with parents while providing an excellent large group experience for new and returning guests.

Job Requirements:

- A consistent track record of demonstrating spiritual maturity and character consistent with the Biblical requirement for church leadership
- Strengths in the following areas: stage design, production, creative use of media, event production, volunteer development, leadership development, biblical knowledge
- Able to think creatively and “outside of the box” when it comes to ministry
- Self-motivated, not needing micromanagement, yet love to live life with a team
- Effective communication skills to both adults and children
- Support the mission, vision and, values of SVCC Children’s Ministry
- Align with the vision, values, and doctrinal statement of Sun Valley Community Church

Job Responsibilities:

- Develop Large Group volunteer leadership team to assist in weekend ministry duties
- Schedule volunteers for each service
- Ensure that large group host/tech volunteers are recruited, trained, shepherded and resourced
- Communicate mission/vision of Children’s Ministry to parents and volunteers
- Oversee Large Group hosts and tech volunteers during large group experience
- Implement large group host script and provide direction and clarity in expectations of hosts
- Create a fun and engaging environment for kids
- Oversee large group stage production and development
- Implement Large Group Ministry policies/procedures
- Pursue opportunities for personal growth/development in order to grow in leadership abilities as well as continually growing the Large Group K-3 ministry at Sun Valley Community Church

Review:

Participate in annual job performance reviews and evaluations

This description is intended to describe the general content and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.