

KIDS MINISTRY ASSISTANT, NORTH**CRESTVIEW CAMPUS**

Position Title:	Kids Ministry Assistant, Part Time (Ministerial Exempt)
Supervisor:	Kids Minister
Purpose:	Provide a welcoming and Spirit-led presence in the Kids Ministry. Coordinate necessary tasks for the effective promotion and implementation of a thriving ministry. Support the overall vision and mission of North Crestview campus.

PRIMARY DUTIES

1. Welcoming presence to all families attending Crosspoint
2. Actively lead children and help prepare age-appropriate Biblical curriculum.
3. Help mentor incoming volunteers in small groups.
4. Help maintain classrooms and hallways as shared spaces.
5. Help schedule and staff Sunday morning activities.
6. Attend staff training for increased job-related experience
7. Participate as a team member of the church in the overall purpose of Crosspoint by means of planning, vision, praying and carrying out the mission of People Connecting People to Christ and their unique role in God's mission.
8. Help plan and participate in any special events or activities as directed by the Kids Minister.
9. Uphold the Staff Covenant

SKILLS DESIRED:

1. Dedicated follower of Jesus.
2. Passion for connecting kids to Christ.
3. Strong communication skills
4. Embrace and adapt to growth, change, innovation and creativity
5. Great organizational skills
6. Self-motivator

PHYSICAL ACTIVITIES AND WORK ENVIRONMENT:

Upon appropriate request, Crosspoint may provide employees with a reasonable accommodation, so long as doing so does not result in undue hardship to the church.

1. Frequently remains in a stationary position at a computer workstation.
2. Frequently operates a variety of office equipment: computers, copier, scanner, etc.
3. Frequently travels over common ground and surfaces.
4. Frequently must have ability to perceive the nature of sound to monitor activity and presence of children and respond to communication with children and adults.

5. Frequently must have close vision ability to read handwritten or typed material and the ability to adjust focus and monitor children.
6. Occasionally bends, twists and crouches.
7. Occasionally reaches with hands and arms.
8. Occasionally lifts, transports and/or pushes moderate weight items up 30 pounds.
9. Works primarily in an indoor environment.
10. Work environment noise level is frequently low to moderate, but may occasionally be high.

KEY PERFORMANCE MEASUREMENTS: (LIST IMPORTANT AREAS THAT WILL BE ASSESSED)

1. Ability to recruit, train and empower volunteers
2. Kids are excited about church and learning about the Bible
3. Kid's environments are well kept and updated to keep kids engaged

CONTINUING EDUCATION DESIRED:

Attend position appropriate seminars, workshops and conventions as requested and approved by supervisor.