



KIDSPPOINT DIRECTOR ROLE DESCRIPTION

The Kidspoint Director contributes to the fulfillment of the Great Commission among kids/students and the accomplishment of the Kidspoint and Uphold visions by leading the Kidspoint (nursery through 4th grade) and Uphold (special needs) Ministries to ensure high-impact, high-energy, highly-relational ministries that position children to powerfully experience the love of Christ. The Kidspoint Director develops and executes an outreach and evangelism strategy that reaches those in our community, designs far-reaching, high-impact Family Experiences, and delivers messages for life and eternity change at events that are engaging, relevant and inspiring. He/She recruits, motivates, and equips staff and volunteer teams to fulfill the ministry's vision by coordinating engaging programming, events and training experiences and by ensuring children and their families are well-served.

RESPONSIBILITIES

Reflect God's Love for Kids with Their Families

Provide Strategic, Effective and Inspiring Leadership for Staff

- Develop Kidspoint Ministry & Uphold Ministry Plans and lead staff to execute them with excellence
- Build a culture defined by love and unity
- Manage the staff effectively both on the "what" (measurable outcomes) and the "how" (staff engagement and culture)
- Provide direction, training, support and coaching for those you lead
- Establish and monitor staff performance and development goals
- Conduct staff performance reviews
- Partner with Organizational Development team to hire, transition, evaluate and develop staff
- Lead teams to deliver departmental goals

Lead Staff to Recruit and Lead Highly Effective Volunteer Teams

- Lead staff to build a culture defined by love and unity
- Train staff in volunteer recruitment, development and training
- Cast vision for volunteerism regularly by sharing stories and celebrating wins
- Provide coaching to staff for continuous improvement
- Lead staff to achieve volunteer: kid ratios

Ensure Highly Engaging, Spiritually-Formative Programming at Every Level

- Teach inspiring, catalytic messages for life and eternity change (at least 35 times a year)
- Ensure all activities are Gospel-centric, high-energy, fun and relational
- Develop and lead intercessory prayer plan for the ministry
- Manage and lead camps and events that reach and help students grow deeper in Christ
- Visit large programs regularly, ensuring all the activities are high-energy, fun, engaging, relevant and gospel centric
- Visit small groups regularly, ensuring all activities emphasize fun, growth in community and promote life and eternity change
- Ensure curriculum is relevant, clear and engaging
- Create fun, relational, exciting and safe environments in the lobby and hallways

Point Effective Evangelism and Outreach

- Develop strategies to reach and retain families that have yet to know Christ
- Train staff to leverage every event/activity to reach those who don't yet know Christ
- Lead staff to implement effective system of new attendee follow-up and integration
- Oversee the environment, ensuring that it is welcoming, fun, and safe and that signage is clear
- Manage and lead events that reach and help kids grow deeper in Christ

Lead Staff to Cultivate Relationships with Families and Ensure Strong Parent Partnership

- Lead staff and volunteers to increase parent involvement and investment
- Ensure timely, consistent communication to parents
- Develop opportunities to educate parents on kid culture and needs
- Ensure that all parent take-home materials and weekly emails are relevant and engaging

Champion the Child Protection Plan Throughout Kids Ministry and Uphold

- Require and ensure all volunteers are screened, approved and trained prior to first serve
- Develop and implement all safety and security processes for Kidspoint and Uphold in cooperation with the church's safety and security team
- Ensure all team members are aware of and perform safety and security procedures

Provide Oversight to and Ensure Strategic Alignment Among All Kids Programs

(Includes Awana/Midweek, Section Kids, Bible Blast/Biz, Etc.)

Oversee Administrative Responsibilities for Kidspoint and Uphold

- Lead staff to maintain all administrative documentation (attendance, reports, etc.)
- Ensure proper screening, processing and paperwork for all volunteers
- Identify and use curriculum that is theologically sound (EPC Essentials of Faith), engaging for kids and teacher-friendly
- Collaborate with other ministries to support new parents as needed

Ensure Operating Budgets (for All Areas of Oversight) Are Managed at Or Under Allocation

Ensure Accurate, Timely Response to Communication Requests (Phone or Email)

- Manage email, voicemail and communication requests in a timely, thorough manner
- Build trust by maintaining confidence of information
- Respond to all communication with professionalism, discretion and a service orientation

Perform Other Duties and Tasks as Assigned

Model Servant Leadership and Exhibit a Helpful, Joyful Attitude

Serve as a Fantastic Teammate to Peers on Leadership Team

- Demonstrate loyalty to teammates in action and word
- Pursue and uphold relational unity with teammates
- Make assists for teammates to facilitate church-wide wins
- Place the team agenda before my or my department's agenda
- Uphold the six commitments of trust and trustworthiness

Demonstrate a Commitment to Growth

- Receive and apply training and development from the Next Gen Director
- Attend department and all-staff meetings

REQUIREMENTS

- College Degree with Teaching Certification (Seminary Experience Preferred)
- 5+ Years of Leading Kids (School setting, Church Ministry, Etc.)
- Skills: Church Management Software, Microsoft / Mac Office Programs
- Relational, Proficient with Communication and Connecting with Parents, Kids and Families

WHO WE ARE

We're a vibrant church of everyday people who come together in many ways – in exploring and learning about faith, in raising kids and strengthening marriages, and in discovering the fullness of life God desires for each of us.

At our core we are all about love.

- Love Expressed – which is all about God receiving the worship He deserves.
- Love Experienced – that's all about helping you grow in experiencing the love of God.
- Love Extended – which is all about extending the love of God out to those who need it most in mission.

WHO YOU ARE

You Model a Growing and Vibrant Relationship with Christ

- Pursue full devotion to Christ and live the life we are inviting others to live
- Manifest the fruit of the Spirit in work habits and relationships
- Pursue spiritual growth through community and a daily (or almost daily) Biblical engagement
- Embody other-centered, servant-leadership in all interactions
- Reflect Christ's heart for reaching the spiritually lost

You Demonstrate Commitment to Cherry Hills Community Church

- Pursue church membership and live out the four commitments of active membership, which are wholehearted worship, daily Bible reading and reflection, pray for and pursue friendships with those who don't know Christ, and 3P giving (priority, percentage, and progressive)
- Be an active, engaged participant at weekend services and involved in community
- Serve at church-wide, all-hands-on-deck events (Examples: Christmas & Easter service, etc.)
- Accept and uphold CHCC's [Statement of Our Faith](#)

COMPETENCE

Builds Effective Teams: A person who is skilled at building teams blends people into teams when needed; creates strong morale and spirit in his/her team; shares wins and successes; fosters open dialogue; lets people finish and be responsible for their work; defines success in terms of the whole team; creates a feeling of belonging in the team.

Manages Vision and Purpose: A person who manages vision and purpose communicates a compelling and inspired vision or sense of core purpose; talks beyond today; talks about possibilities; is optimistic; creates mileposts and symbols to rally support behind the vision; makes the vision shareable by everyone; can inspire and motivate his/her team.

Presentation Skills: A person with strong presentation skills is effective in a variety of formal presentation settings: one-on-one, small and large groups, with peers, direct reports, and bosses;

commands attention and can manage group processes during the presentation; can change tactics midstream when something isn't working.

Strategic Agility: An individual with strategic agility sees ahead clearly; can anticipate future consequences and trends accurately; has broad knowledge and perspective; is future oriented; can articulately paint credible pictures and visions of possibilities and likelihoods; can create competitive and breakthrough strategies and plans.

Managerial Courage: An individual who possesses managerial courage doesn't hold back anything that needs to be said; provides current, direct, complete, and "actionable" positive and corrective feedback to others; lets people know where they stand; faces up to people problems on any person or situation (not including direct reports) quickly and directly; is not afraid to take negative action when necessary.

SPIRITUAL GIFTS

God equips every Christ-follower with spiritual gifts to serve and strengthen the body of Christ and to partner with Him in the advancement of His kingdom.

The following spiritual gifts are recommended for this role:

- Leadership
- Evangelism
- Teaching

SUPERVISOR: Next Gen Director

POSITION TYPE: Full-Time, Exempt

HOURS PER WEEK: 40

SALARY RANGE: \$48,949 - \$75,874

BENEFITS: Eligible Health, Dental, Vision, 403(b), Paid Vacation and Sick