



Pre-K Ministry Director

General Summary:

The Pre-K Ministry Director is a valuable member of our Next Generation staff team. They report directly to the Children's Pastor. They are responsible for overseeing ministry to 2-5 year olds and their parents. This includes ensuring safety, leading weekly activities and equipping parents for ministry at home. A major component of this role is building relationships with the preschool team, recruiting volunteers and developing new leaders.

Character and Chemistry Required:

Recognizes Jesus Christ as Lord and Savior. Has high integrity and embraces the County Line Church of God mission and vision. Demonstrates quality interpersonal skills and is a good communicator. Organizes well and executes projects on time. Meets guidelines for a County Line T-E-A-M player.

Educational and Background Preferences:

Formal or informal ministry experience in the area of Children's Ministry. Minimum of 3-5 years of experience in a leadership setting is desired.

Skills/Abilities:

Competent with Mac technology for curriculum access and production
Learn use of Realm data base for record keeping and child check-in
Learn use of Planning Center for volunteer scheduling

Responsibilities:

1. Use First Look Curriculum to develop monthly themes and weekly activities.
2. Prepare supplies and decor in cooperation with the Nursery Director.
3. Supervise team/lead preschool worship second hour on Sunday mornings.
4. Supervise/lead on alternating Thursday nights.
5. Cultivate preschool volunteer team, do monthly schedules, develop leaders.
6. Direct the preschool section for Vacation Bible Xperience in June.
7. Plan and assist with volunteer appreciation events.
8. Lead/assist family events and holiday services.
9. Attend monthly Kids Min Team Meetings.
10. Other responsibilities at the discretion of the Children's Pastor.

Projected Start Date/ Salary Range:

Begin duties by June 2nd

This is a part time position 12-18 hours per week with a pay range of \$10-11.45/hour.

Candidates can submit their resume to Allison Carnahan on or before Friday, May 5th.
Contact: acarnahan@countylinechurch.org