

Kids Ministry Director

Center Pointe Christian Church is a group of people who are passionate about *Helping People Find and Follow Jesus*.

We are a contemporary, non-denominational church located in the growing communities of Liberty Township and West Chester, Ohio in the center of the fast-growing Cincinnati–Dayton metroplex. It's a vibrant community offering a wide range of quality housing, excellent schools, great access to healthcare and a growing business community. You'll find a good mix...from feeling the freedom of living in the country to enjoying the excitement of being connected to the surrounding metropolitan areas.

Center Pointe's weekly average attendance of 2000+ includes serving 600 families in our CP Kids Ministry. We have a 107,000 sf facility from which we do ministry making an eternal kingdom impact. Our heartbeat is to create a disciple-making culture where a community of believers are challenged and equipped to be good news where we live, work and play.

JOB SUMMARY

The CP Kids Director (CPKD) oversees the strategic vision of CP Kids Ministry to partner with parents and other caregivers to build thriving families and help them find and follow Jesus. The CP Kids Director approves ministry decisions for ministries under their care (including curriculum, programming, and processes, etc.) as well as leading the CP Kids staff and volunteers by carrying the vision, strategy and direction of CPCC into these ministries. The CPKD oversees the discipleship system from Birth to 5th grade children and to their parents, providing opportunities to equip and empower parents to disciple their children at home. The CPKD works closely with volunteers and staff to ensure each child has a spiritual mentor to speak truth into their life.

KEY DUTIES & RESPONSIBILITIES

Manage CP Kids Staff

- Promote and cast vision to champion every CP Kids Ministry area and environment so the CPCC family places a high value on children.
- Oversee that CP Kids staff are resourced and equipped to lead their ministry area, with plans for developing their personal and professional growth. Evaluate each specific area of ministry to measure effectiveness of achieving the mission..
- Maintain alignment among CP Kids environments to be consistent in recruiting, training and vision as children continue to move up through the stages of Kids Ministry. Guide and support recruiting, training, and empowering leaders.

Lead CP Kids Events

- The CP Kids Director will cast vision for and develop an annual ministry plan which will include a variety of events to be carried out with staff and volunteers to promote our value of Thriving Families.
- Training events throughout the year for CP Kids leaders – specific to the area they serve.

Volunteer Leader Development

- Recruit excellent volunteers and oversee their onboarding process and continual development, establishing clear measurable goals and providing job descriptions for each role.

- Review, update, and implement policies and procedures for all CP Kids volunteers specific to their environment, providing instruction with up-to-date training materials.
- Develop rapport with volunteers and support them through prayer and care.

Family Pastoral Care

- Champion CPCC mission, vision, and values with families and cast vision of CP Kids Ministry to parents.
- Resource parents with events/classes, connecting Sunday teachings to home life and equipping parents to disciple their children.
- Build supportive relationships with families, encouraging parents to connect, grow and contribute to the mission of CPCC.
- Celebrate with families the milestone events in the life of a child and general family events.

Administration

- CP Kids staff: Maintain current job descriptions and provide performance feedback for all CP Kids staff. Create a calendar of events and programming for CP Kids Ministry; submit communication requests within the deadlines established for event promotion
- CP Kids Ministry: Manage all small group assignments from birth - 5th grade. Create and update applications to serve in CP Kids Ministry. Create written and oral communication for CP Kids Ministry.
- Develop and maintain the annual CP Kids Ministry budget, approving CP Kids staff expenses.

QUALIFICATIONS

Education/Experience

- High School diploma or equivalent
- Completion/active pursuit of a degree in a field of study related to Biblical Studies, ministry leadership or a related field is preferred
- 3-4 years of equivalent experience in a related field
- 3-4 years supervising/leading the work of others

Licenses/Credentials/Certifications

CPR Certificate Training preferred

Skills/Specialized Knowledge/Abilities

- Experience and passion for leading a relational/partnership building model of making disciples.
- Ministry leadership experience including interviewing, hiring, training, supervising, and developing multiple direct reports. Ability to lead teams and projects and manage a department budget.
- Ability to manage multiple priorities and remain unshaken by changing priorities.
- Ability to detect and solve problems and challenge status quo to improve operating efficiencies.
- Ability to work in harmony with other staff, including healthy conflict resolution.
- Ability to be calm, positive, loving and firm in communicating with parents and diffusing problems or stressful situations.
- Excellent written and verbal communication skills, with ability to speak effectively in front of large audiences.
- Passionate about equipping and empowering leaders to learn and grow.
- Proficiency of ORANGE Ministry philosophy is preferred.
- Computer proficiency in a Mac environment and proficiency with Google Workspace is preferred.
- Ability to maintain the highest level of integrity and confidentiality regarding kids, families and staff.

CENTER POINTE EXPECTATIONS

Attend Center Pointe weekly worship services, special meetings, staff-related events, and any other special events required. Be an actively-contributing member of Center Pointe, reflecting Christ in both words and actions. Follow Christ as a role model in their personal life and ministry at Center Pointe, upholding the Bylaws, CPCC Values, Belief statements and employment policies as stated in the Staff Handbook.

WORKING CONDITIONS

Work Schedule/Environment

Weekdays: Monday – Thursday

Sunday Hours: 7 AM to 1 PM

Extra Hours as needed for a total of 42 to 50 hours per week

Physical Demands

- Position requires occasional or frequent moderate physical activity such as standing for extended periods of time presenting to large groups and a lot of walking on Sunday mornings. During special events, will be required to move furniture, build items, paint, set-up and tear-down, and/or decorate.
- May be required to sit for extended periods of time at a desk working on a computer and/or phone.

COMPENSATION AND BENEFITS

Compensation package is competitive. Includes dental and vision insurance, long-term disability insurance, life insurance, 403(b) retirement match, generous PTO time-off and flex time. Relocation assistance is possible.

TO APPLY

Send a cover letter with resumé to humanresources@cpcc.church.

Questions? Email: humanresources@cpcc.church