



## Job Description

<b>Job Title:</b> Pastor/Director of Northshore Kids Ministry	<b>Revision Date:</b> September, 2019
<b>Department:</b> NextGen	<b>Job Classification:</b> Exempt

**Position Overview:** This role provides leadership, development, and direction for the Kids Ministry staff and volunteer programming teams as it pertains to the vision, mission and strategy of all environments specific to Northshore Kids Ministry.

### PRIMARY AREA OF RESPONSIBILITIES

- ***Vision and Leadership***
  - Provide vision, strategy, and development for all Northshore Kids Ministry environments (birth – 5th grade) in collaboration with the Executive Pastor of Ministry
  - Provide leadership, direction and training for all Northshore Kids staff
  - Oversee Northshore Kids Ministry for NextGen and all-church children’s events as directed (i.e. Family Meetings, Christmas Eve, Kids Summer Camp, etc.)
  - Responsible for check-in procedures and tracking weekly attendance
  
- ***Education, Skills, Abilities, Spiritual Gifts***
  - Active and growing personal relationship with Jesus Christ, evidenced by action, attitude and behavior
  - Preferred BA or BS degree
  - Previous experience with direction and administration of large church Children’s Ministries or NextGen Ministries
  - Experience in recruiting, motivating, equipping and scheduling volunteer leaders to minister to children and families
  - Experience in designing and developing Kids Ministry programs
  - Effective communication skills (written, verbal and interpersonal)
  - Competency with basic computer software and the capacity to learn new software
  - Effectively manage, collaboratively determine and execute on the annual Northshore Kids Ministry budget
  - Collaborate with other Pastors/Directors to develop and implement equipping programs for parents with children
  
- ***Competencies and Expectations***
  - Fully embraces the mission, vision and values of Northshore Community Church
  - Be reliable, take initiative and be self-motivated
  - Embrace and adapt to growth, change, innovation and creativity
  - Use appropriate judgment in the areas of discretion, sensitivity and confidentiality
  - Have a cooperative, healthy and motivating relationship with supervisors, coworkers and volunteers
  
- ***Pastor/Director Staff Responsibilities***
  - Participate as a leader in Northshore events as directed.
  - Execute other pastoral duties as assigned (preach, pastoral care, etc.).

## **QUALIFICATIONS**

- Three years of leadership experience in a large church (strongly preferred).
- Demonstrated effectiveness in leading teams and motivating leaders.
- Ability to think strategically, set priorities, be decisive and manage change.
- Ability to manage budgets and assess ministry effectiveness.
- Highly organized, skilled in planning, passionate about excellence.
- Demonstrates excellent communication and interpersonal skills with staff and congregation.
- Mature in faith, humble in demeanor, and self-aware.
- Passionate about the vision of Northshore Community Church, theologically aligned with Northshore's Statement of Faith, and committed to Northshore's Staff Values.

## **REPORTING RELATIONSHIPS**

- **Supervisor:** Executive Pastor of Ministry
- **Supervises:** Kids Ministry staff
- **Partners with:** Pastor of Student Ministries, Director of Early Childhood

Note: This job description is not intended to be all-inclusive. Employee may perform other related duties as directed to meet the ongoing needs of the church.