



FIRST MCKINNEY

BAPTIST CHURCH

Job Description

Job Title: Grade School Associate Minister

Job Purpose: Provide leadership, oversight, and support for all grade school ministry areas. This role partners with the Kids Minister to implement the vision and mission of the Kids Ministry by creating engaging programs, equipping volunteers, building relationships with families, and helping children grow in their faith.

Responsibilities:

- Implement the vision, mission, and strategies of the Kids Ministry in partnership with the Kids Minister.
- Provide leadership and oversight for all grade school ministry environments, ensuring engaging, age-appropriate programming for kindergarten through 5th grade.
- Assist the Kids Ministry team in all ministry-wide events including summer camps, mission events, and other ministry opportunities.
- Help plan events with the Kids Ministry team to bring new people to our church.
- Expand and lead ministry to fourth and fifth grade students, including, but not limited to Club 45 and Act1v8.
- Develop and lead grade school worship teams by planning and implementing age-appropriate worship opportunities for all children.
- Assist with the onboarding process for new grade school volunteers (CST, application & reference check).
- Coordinate and work with lay leaders to lead our KidsLIT (Kids Leaders In Training) program.
- Work with the Kids Minister to foster team spirit and joy among all members of the Kids Ministry Team and First McKinney staff.
- Establish relationships with parents and families of children, ministering to their needs.
- Develop, recruit, and retain a strong team of grade school volunteers, ensuring all ministry areas are fully staffed.
- Grade School Team Lead for kindergarten-5th grade by recruiting, training, scheduling, and communicating upcoming events for Sundays and Wednesdays.
- Create systems for volunteer follow-up, appreciation, recognition, and leadership development.
- Ensure a safe and secure environment is provided to all children by implementing appropriate security measures.
- Attend general staff, team, and Minister meetings on a weekly basis.
- Assist with all major Kids Ministry functions, such as Backyard Bible Clubs, Music Camp, Act1v8, Parent's Night Out, etc.
- Work with Comms department on social media and print pieces for Kids Ministry.
- Maintain a commitment to spiritual growth through personal Bible study, prayer, community/life group, and worship.

- Establish commitment to lifelong learning through participation in continuing education in Kids Ministry.
- Fulfill any additional duties delineated by the Kids Minister.

Qualifications:

- Understand and embrace our mission, strategy, values, and objectives
- Display a vibrant pursuit and relationship with Jesus Christ
- Must agree with and adhere to Statement of Core Beliefs and First McKinney Core Values
- College graduate degree
- Seminary degree preferred or actively pursuing higher education
- At least 2 years' relevant experience in a vibrant, growing church
- Experience in a large and growing Kids Ministry
- Passion for young families
- Proven leadership and organizational skills
- Team player
- Innovative and progressive
- Effective communicator
- Ability to adapt
- Proficient knowledge of office technology

Full Time: Salaried	FLSA Status: Exempt
Ministry: Kids	Account #: 60010
Reports to: Kids Minister	Date Prepared: April 2026