

## Position & Church Summary

Bethel Church loves kids and families! We are passionate about providing opportunities for kids to hear the Word of God, experience the love of Christ, and become disciples of Jesus. We desire to partner with parents and support them as they raise their children to love and serve Christ. We are looking for a passionate and motivated leader who loves helping our kids reach those goals. The Pastor/Director of Kids Ministry is responsible to pursue excellence in the ministries provided to children (newborn through 5<sup>th</sup> grade) and their families which includes programming that is engaging, of high quality, and safe.

Bethel is a growing, non denominational, evangelical church that is striving to exalt Christ through expository preaching, God-saturated worship, loving community, and gospel outreach. We are located 40 minutes south of downtown Chicago in Northwest Indiana. Our weekend attendance is around 3,300 people across our five locations and online (80% attendance is onsite). *Outreach Magazine* has named Bethel one of the top 100 largest churches (2019) and top 100 fastest growing churches (2017) in America. Visit [www.bethelweb.org](http://www.bethelweb.org) for more information about the church.

## Primary Tasks

This position has a principal focus on Bethel's Crown Point campus, which is our largest congregation. The primary tasks for this role include:

- Leading the Kids Ministry in alignment with the vision and strategies developed by the lead elders and executive staff team.
- Overseeing all Kids Ministry programming at the Crown Point campus, which includes Sunday morning, midweek efforts, summer initiatives, and special events.
- Working with the Bethel Kids Ministry staff at all ministry locations.
- Recruiting, equipping, and leading teams of volunteers to serve in the various parts of Bethel's Kids Ministries.
- Participating in the shepherding and care of Kids Ministry leaders and volunteers.
- Providing points of care and connection for parents and families.
- Coordinating learning environments on relevant topics for parent discipleship, and leading parents through childhood milestones such as Parent/Child Dedication, baptisms, and the transition out of Kids Ministry.
- Facilitating regular and effective communication (email, social media, etc.) about programs, teaching, resources, and overseeing the general promotion of the Kids Ministry.
- Managing the Kids Ministry budget and stewarding the allocated resources. Forecasting and planning the next year's budget according to vision, goals, and needs.
- Ensuring the faithful execution of policies and volunteer screening in accordance with church safety protocols (background checks, etc.).
- Continually assessing and reporting on ministry effectiveness and making improvements as needed.
- Utilizing Kids Ministry facilities for maximum effectiveness and excellence. Overseeing maintenance of equipment and supplies in all Kids Ministry spaces.
- Participating in all required events and activities for Bethel Church staff, such as Sunday services (including major holidays), staff meetings, prayer meetings, special events, continuing education events, training opportunities, etc.
- Other responsibilities may be added as new ministry needs arise and personal gifting develops.

## Reporting Structure

The Pastor/Director of Kids Ministry is a full-time position that is considered ministry staff of Bethel Church. He/she will likely have a direct reporting relationship to a member of the executive team.

## Qualifications

- Preference is given to candidates with at least one year of experience on a church staff or other child-related occupation.
- High school diploma or equivalent required. Bachelor's degree preferred. Theological and ministry training is advantageous.
- Passionate about ministry and discipleship of kids and families.
- Self-motivated and able to lead tasks or projects to completion.
- Proven ability to handle sensitive issues and maintain confidentiality.
- Committed to teamwork with the leadership, staff, and congregation of Bethel Church.
- Affirming of the doctrinal position of Bethel Church.

## Competencies

**Leadership Development** - Skilled at multiplying effective ministry leaders who can communicate and uphold the values of Bethel Church. Ability to lead, recruit, resource, and mobilize volunteer teams to scale.

**Administration** - Ability to plan, organize, implement, and refine ministry programming and systems. Strong ability to support multiple projects and tasks simultaneously with dependability and excellence. Able to create and manage a ministry budget.

**Organizational Skills** – Detail-oriented with proven skills in creating, implementing, and maintaining processes that ensure people are engaged, cared for, informed, and connected. Able to successfully develop ways to improve the effectiveness and efficiency of ministry.

**Teaching & Communication** - Demonstrated capacity to inspire, instruct, and encourage through effective communication in various settings. Ability to engage, teach, equip, and train children in a large group setting. Skilled at reviewing, selecting, and generating content and curriculum. Able to communicate and work within a complex organizational structure with multiple layers of input.

**Collaborative Leadership Abilities** - Skilled at cultivating relationships and building collaborative and diverse teams. Ability to integrate multiple perspectives and synthesize them into a cohesive plan. Strong complementary leadership skills in relation to the staff team.

## Contact Information

Qualified applicants are encouraged to submit applications to Melissa Anderson at: [manderson@bethelweb.org](mailto:manderson@bethelweb.org).