



Church of the Resurrection

To Know Christ and Make Him Known

Position: Children's Ministry Special Events Coordinator (part time)

The Children's Ministry Special Events Coordinator fulfills Resurrection's mission to "*Know Christ and Make Him Known*" by organizing, team building for and executing special events geared towards children and families that shares the gospel and makes disciples of children at Resurrection.

JOB OVERVIEW

The priority of the staff at Resurrection is to love Jesus and cultivate a heart for Him and His people in order to fulfill the mission to "*know Christ and make Him known*". Seeking to become more like Christ in who we are and what we do is the foundation upon which we serve to "*make Him known*". As a staff we strive to model everything we teach about knowing and following Christ, growing in faith and character, loving our neighbor, receiving healing, resolving conflict well, and serving with excellence, joy and gladness.

KEY RESPONSIBILITIES

- Work under the direction of the Director of Children's Ministry to provide high quality and safe special events throughout the year for our Children's and Family Ministries.
- Identify, equip, lead, and care for volunteers needed for these events.
- Thoughtfully manage and grow our current events (pageant prep, first communion, easter Family fun day, Family Movie Nights and summer ResCamp) while working with Res Staff team to develop new events for kids, parents, and volunteers to encounter Christ.

POSITION EXPECTATIONS

- This is a year round, part time position. Compensation is paid monthly, based on an annual salary
- Lead up time to the 3 major annual events of Christmas Program, Easter Family Fun Day and ResCamp will require significant time investment, advance preparation, volunteer recruitment and in-person meetings
- Physically being present for the events
- Attending the 1st Staff meeting of the month (Wednesdays, 9:30am - 11am)

PERSONAL REQUIREMENTS

- A clear, personal, mature, articulate relationship with Jesus Christ
 - Genuine love for children and families and a servant's heart to serve others
 - The ability to work well within and to inspire and lead teams.
 - Demonstrated success in situations that require initiative and an entrepreneurial spirit
 - Excellent organizational skills and orientation to detail
 - Excellent written, verbal and communication skills
 - Strong time-management, multi-tasking abilities, and self-starter skills
 - Proficiency with Microsoft office suite and Mac OS
 - Satisfactory background check, safeguard training and references.
 - Agreement with ACNA, Diocese of Mid Atlantic, and Resurrection theology and policies.
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