

The Nursery Coordinator supports the mission of Emmanuel Christian Center by overseeing implementation of the Emmanuel Early Childhood Kids ministry at the local level according to Emmanuel standards.

The ideal candidate will have previous experience in building and developing a leadership team to minister to children. This unique position requires execution of children's ministry best practices, while carrying them out in a manner consistent with the Core Values of Emmanuel Christian Center and a drive for standards for excellence. This is a part-time position and reports to the Director of Kids Ministry.

Requirements

- Bachelor's degree – or in pursuit of a degree.
- Ability to work and serve well in partnership with other ministry leaders utilizing highly developed interpersonal, communication (written and verbal), business acumen and leadership consultation skills.
- Minimum 3 years' experience being a part of a ministry team – teaching students and working with adults who teach children.
- Ability to invest in and develop a team of adult and teen leaders to do the work of the ministry.
- Demonstrated ability to multi-task and perform high quality, detailed work with minimum supervision.
- Familiarity with basic sound and projection technology (presentation software, i.e. ProPresenter, soundboard awareness: Apple computers: problem solving skills).
- Strong familiarity with Emmanuel culture and values.
- Ability to invest in and develop a team of adult and teen leaders to do the work of the ministry.
- Strong "people skills" (winsome demeanor, insight and discernment in reading people and situations; tactfulness when/where needed; clarity in communication).
- Teachability and desire to grow.
- Passion for seeing children grow in their relationship with God.
- Must be committed to making Emmanuel Christian Center your church home, the place where you worship and serve.
- Must agree and adhere to the Emmanuel Employee Christian Code of Conduct Agreement.

Responsibilities

- Oversee implementation of the Emmanuel Kids Nursery ministry at the Spring Lake Park location according to Emmanuel standards.
- Lead, develop, and recruit the Nursery Team Emmanuel in conjunction with Emmanuel Kids standards of ministry.
- Partner with the parents of the Spring Lake Park Location as a resource in helping their children develop a personal relationship with God.
- Assist in execution of Kids Ministry events and events pertaining to Emmanuel Kids. This includes events such as, Super Sunday, child dedication (photo booth), Christmas decorating, family events, movie nights, Christmas performances, Easter, etc.
- Oversee Nursery Ministry for Sunday services, Wednesday services and Mom's Connect weekly gatherings.

I have read and I understand the duties and responsibilities of this position.

Signature _____

Date _____