

JOB DESCRIPTION

POSITION INFORMATION:

Position Title:	LRCKids Director
Location:	Waterloo, ON
Date:	March/April 2020
Position Summary:	<p>The LRCKids Director will be responsible for LRC's Kids Church and HomeBase Programs; a weekly Sunday morning for children from nursery through grade 5 and a weeknight program for children in grades 1-5.</p> <p>He or she will work closely with the NextGen Pastor to lead and integrate family-oriented discipleship for the children and families of LRC and its neighbourhood community, with the purpose of discipling children to love and follow Jesus.</p>
Report to:	NextGen Pastor with regular updates to the Lead Pastor.
Classification:	Part-time; 16 month contract with option to renew; 20 hours per week (some evening and weekend hours required); probationary period required
Remuneration:	Wages established by Leadership Team and reviewed annually and are commensurate with education and experience.

Duties & Responsibilities:

Task No.	Description	Frequency (%)
PROGRAM - SUNDAY MORNING		
1.	<ul style="list-style-type: none"> • Minister to the children and families of LRC (English and Mandarin) • Plan and execute all Sunday morning programming (in English) for infants to Gr.5 using the current provided curriculum • Create a safe, nurturing and fun environment for children, pointing them to follow Jesus • Support teachers and small group leaders by assisting in planning and preparation of lesson materials • Being a hands-on leader by teaching lessons and/or participating as a small group leader as appropriate, modelling a passion for the children of LRC • Facilitate the participation of the children in the larger community and mission of LRC 	45%

PROGRAM - HOMEBASE		
2.	<ul style="list-style-type: none"> Plan and execute ministry to kids and families via a mid-week evening kids program 'HomeBase', that introduces and nurtures a love for Jesus and His ways Plan curriculum and activities (each session involves 3 elective programs for kids to choose from) Lead and participate in programs Recruit and support volunteers through training and ongoing conversation 	30%
LEADERSHIP AND ADMINISTRATION		
3.	<ul style="list-style-type: none"> Assist with training, mentoring and developing volunteers from both English and Mandarin congregations Develop Small Groups where children are cared for through deepening relationships, and where faith in Jesus is fostered Effectively use social-media as a tool for communication and connection Manage volunteer schedule, online database and attendance records Manage ministry budget and ensure spending stays within guidelines in cooperation with the NextGen Pastor Adhere to the policy and procedures of LRC and agree with LRC's Core Values and Beliefs Ensure adherence to PlanToProtect and other safety policies and procedures Purchase necessary supplies Other duties as assigned 	25%

Personal Requirements:

- Spiritual maturity. Models an active and growing Christian faith as a disciple of Jesus Christ
- Has personal integrity and Godly character, with the heart of a servant-leader
- Has some or all of the following spiritual gifts: teaching, leading, encouraging, administration
- Passionate about children and families
- Ability to thrive in a team based environment
- Engaged with reading, learning and ongoing professional development
- Clean police check required

Skills and Abilities

- Proven ability and passion to lead children and families
- Understanding of current and effective teaching practices and childhood development
- Ability to connect relationally and engage with parents, children, and volunteer staff
- Is able to create a positive environment for volunteers that encourages effective results and increased volunteerism
- Proven ability to engage in effective conflict resolution when necessary
- Proven ability to effectively build and lead teams. Is able to develop leaders and to lead and coach teams
- Cross-cultural experience and sensitivity. Has a heart to work with children and families of varied social, economic, ethnic and spiritual backgrounds
- Possesses excellent organizational/administrative skills

- Proficient computer and technology skills
- Strong written and verbal communication skills
- Bachelor of Religious Education or Diploma in Youth and Family Ministry or equivalent an asset

Equipment:

This position requires use of standard office equipment.

Working Environment:

This position requires manual dexterity to perform a variety of routine physical activities (i.e. standing, sitting, walking, light lifting and participating in activities with children).

Hours for this position (20 hours weekly in total) include Sunday morning and one mid-week evening with remaining hours to be fulfilled as negotiated with the NextGen Pastor.

The Lincoln Road Chapel Mission, Vision and Statement of Faith may be found on our website at www.lrc.church/about/mission-vision-beliefs/

Lincoln Road Chapel welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.