



# Pastoral Assistant – Children

**VA: Stepping into the story of God for the sake of the city**

Posted: March 29, 2019

## Core Responsibility Area

**You will be responsible for developing structures and creating culture where Children (1<sup>st</sup>–5<sup>th</sup> grade) step into the story of God for the sake of the city.**

### Relationships and staff

- Partner with Vineyard Christian School
- Regular and effective communication of values, vision, stories
- Attendance at Pastoral and Departmental Staff meetings (Circles)
- Engage with Parents at VA and VCS

### Vision and Values

- Personally model passion for children and Children’s ministry
- Cultivate the vision and values of releasing the next generation
- Value and honor movement of Holy Spirit
- Introduce newcomers to the story of God among Children

### Leadership and growth

- Cast vision for growth, expansion and multiplication of Kids ministry
- Identify, recruit, train and deploy 20 Kids ministry leaders
- Lead Kids ministry through the next two growth barriers
- Development of 25-40 volunteers
- Regularly gather leaders and volunteers together for the purposes of vision casting, training and relationship
- Add entry points for families through outreach events and big days
- Think double. Cultivate and model an atmosphere for continued learning:
  - Read what others are doing.
  - Meet with others who are next level leaders.
  - Go visit larger and healthier churches.

### Systems and structure

- Ensuring safety and compliance in all areas.
- Continually review and strengthen the structure of ministry including:
  - a) policy manual,
  - b) job descriptions,
  - c) training plans,
  - d) volunteer on-boarding
  - e) evaluation and exit interviews for families and volunteers
- Utilize the VISA method of building (Vision-Interdependence-Strategy-Action)

## **Sunday Service**

- Oversee Kids ministry Sunday Morning environments
- Create relevant, excellent, safe and compelling environments
- Restructure ages and classes
- Identify and adopt age-appropriate kingdom-focused curriculum
- Implement effective first-serve strategy for volunteers
- Think double. Cultivate and model an atmosphere for continued learning:
  - Read what others are doing.
  - Meet with others who are next level leaders.
  - Go visit larger and healthier churches.

## **Skill Requirements and Other Characteristics**

- Strong Visionary Leadership
- Excellent Teaching and Communication skills
- Organization/Strategic planning
- Team builder and a team player
- Forward thinking and outward focused
- Practice Self leadership
- Love for the church and the city
- Growth oriented with a bias for action

## **Remuneration and Reporting**

- 50k pro rata (Part-Time 20k 2 days 16hrs, 30k 3 days 24hrs)
- Regular office hours: Tuesday - Wednesday and Sunday
- Reporting Relationships: Lead Pastors
- 12 month Results Required:
  - 20 new Children's leaders
  - Connect with 1 new school
  - 80 new children
  - 2 new environments
  - 25-40 volunteers engaged
  - 30 new believers
  - 3 or 4 big events
  - 1 intern
  - Broken through 2 growth barriers