



JOB DESCRIPTION: **East Campus Children's Minister**

One Sentence Summary: The main responsibilities are to **be a leader, not a doer** and to **be a coach for kids ministry staff** at Del Sol – to keep a primary focus on partnering with parents while also overseeing & developing weekly programs, and collaborating with your team to ensure a consistent kids ministry process happens at all church locations.

Reports: Directly to the Lead Pastor; member of Lead Staff.

Employment category: Ministerial. Full-time, salaried, 40+ hours per week including Sunday.

Shepherding Responsibilities:

1. Organize resources, strategies, and conversations that encourage, support, and equip parents to disciple their children.
2. Mentor, guide, and minister to families & volunteers in practical ways such as taking time to check on people & pray with them, organizing meals to welcome new babies, etc.
3. Provide appropriate counseling to parents & volunteers as able, referring those beyond your abilities to trustworthy biblical counselors.
4. Regularly identify needs of all the Del Sol Kids staff, and provide ideas, training, encouragement, prayer support, etc. to help them succeed.

Administrative Responsibilities:

1. Oversee all aspects of the ministry at the East campus: Sunday classes in English & Spanish, childcare for events, baby dedications, etc., and oversee budget spending throughout the year.
2. Maintain good weekly records & report numbers in a timely manner to main church office, along with information on first-time guests, contact new families to welcome them, answer their questions, and help them get plugged into the life of the church.
3. Collaborate regularly with the rest of the kids staff to ensure all aspects of children's ministry are coordinated, functioning well, up to date, and consistent across all campuses, like safety policies, selection & distribution of curriculum, etc.
4. Recruit, train, and encourage new volunteers, oversee the background check & onboarding process, and provide ongoing training for all volunteers to grow in skill as well as spiritually.
5. Plan and execute special events & activities throughout the year like Leading a Child to Christ & Basic Beliefs seminars, and implement a pathway to equip parents to disciple their kids.

6. Ensure that healthy communication happens & is tracked with parents, volunteers, and employees related to events, guidelines, and anything else as needed.

Other Responsibilities:

1. Pursue personal development as a follower of Christ & network yourself as a minister.
2. Wholeheartedly support the overall mission & philosophy of Del Sol Church by participating in the expected responsibilities of all church members (like prayer, tithing & giving, fellowship, etc.).
3. Be an active member of the Lead Staff which provides day-to-day direction & leadership for Del Sol Church as a whole, and participate in any other regular and/or special-called meetings as requested.
4. Carry out other reasonable duties as requested by the Lead Pastor.

Qualifications:

1. A follower of Jesus with calling to ministry, a love for children & families, who is pursuing a growing relationship with Jesus Christ & sees your family as their primary ministry.
2. A dependable self-starter with strong leadership skills who can find & develop leaders, build teams, empower volunteers, collaborate well with other staff, and mentor parents.
3. A self-aware, likable leader with a shepherd's heart who demonstrates the Fruit of the Spirit in their life, and is a good steward of their God-given time, talents, spiritual gifts, and possessions.
4. In full alignment & support of Del Sol's theology, statement of beliefs, vision, values, direction, and philosophy of ministry with a calling to serve at Del Sol for years to come.
5. Strong competency in interpersonal skills, able to communicate clearly, proficient in computer & administrative skills, able to both initiate & complete projects.

Education and Experience:

1. Previous experience in children's ministry leadership (3+ years).
2. Bachelor's degree in education, child development, or biblical studies/theology from an accredited university or seminary will be preferred. A certificate of ministry from a reputable organization may be considered.
3. Bilingual (English/Spanish) preferred.