RIDGE CHURCH

THAT OUR
CITY WOULD
KNOW JESUS

POSITION DESCRIPTION

EFFECTIVE DATE: September 2021

TITLE: Children and Young Family Ministries Apprentice (Nursery/Toddler Lead)

POSITION TYPE: Part Time (16 Hours)

ACCOUNTABILITY: Associate Pastor & Community and Connections Director

PRIMARY DUTIES: To provide leadership to the Nursery (0-2 years) and Toddler (3-4 years) age groups of RidgeKids in order to disciple both children and their parents to follow Jesus wholeheartedly.

Responsibilities

1. Ensure that Sunday Children's programming for the Nursery and Toddler age groups are effectively serving and protecting the children that are entrusted to us. (i.e where volunteers are scheduled for Sundays through Planning Center, that classrooms are clean and that the necessary supplies are available.)
2. Assist with the recruiting, training, and supporting of the volunteers who serve in the Nursery and Toddler age groups of RidgeKids. Ensure that Sunday morning staffing needs are in line with ration requirements.
3. Manage the RidgeKids volunteers' Basecamp team by communicating to volunteers through the platform, keeping it organized, and uploading all tools and resources that the volunteers need onto it.
4. Onboard new families that have kids in either the Nursery or Toddler age groups.
5. Provide oversight and direction to the curriculum and teaching within the Nursery and Toddler age groups of RidgeKids. Prepare resources for the lessons.
6. With the RidgeKids Tech Lead and the Elementary Lead, help run weekday RidgeKids events that will provide opportunities to reach out and care for the children of the community.

7. Other duties as assigned by either the Associate Pastor or the Community and Connections Director.

General Comments

Responsibility to God:

- Love God with heart, soul, strength, and mind
- Joyfully respond to God's call to ministry
- Maintaining a fresh relationship with God through appropriate spiritual disciplines
- Servant leader as per Jesus' model
- Faithful steward of financial resources

Responsibility to Self & Family

- Vital, growing relationship with spouse if married
- Integrity, high moral & ethical character
- Maintain personal health through recreation & relaxation
- Manages his financial matters with integrity
- Grow in ministry effectiveness through reading and ongoing education.

Education and Experience

- Experience in Children's Ministry or a similar ministry would be an asset
- A degree in Children's Education or Family Ministries would be an asset
- A willingness to continue to grow and learn

Final Note

- Due to the nature of this position, flexibility at specific times and seasons to accommodate ministry events will be necessary. A basic weekly work schedule will be agreed upon with the Associate Pastor and Community and Connections Director.

Please send resume to Daniel Sandison, Associate Pastor at daniel@ridgechurch.ca.

Link to the church's website: https://ridgechurch.ca/