



Job Description – Coordinator of Elementary Ministries

Ministry Philosophy

Hope Church has a singular focus—helping people connect with God. We believe Jesus charged us to do this in the Great Commission (Matthew 28:19-20). Our vision is to reach as many people as possible through a multi-site approach that involves multiple locations served by a dynamic staff.

Job Qualifications

- Character
 - Love for kids and a passion to help them understand the Gospel.
 - Demonstrated Christian beliefs.
 - Emotionally healthy person who can deal with conflict with grace and accept constructive feedback.
 - A teachable spirit with a desire to continuously improve.
- Gifting & Skills
 - Ability to recruit volunteers and direct them.
 - Strong relationship skills.
 - Results oriented.
 - Organizational skills to plan ministry activities and events as part of a team.
- Experience/Education
 - Experience delivering learning programs to children is preferred.
 - Some experience planning events is a plus.
 - Experience working with volunteers is a bonus.

Job Duties & Expectations

- Regular tasks
 - In cooperation with the Elementary Ministry team & Pastor of Next Gen Ministries, plan & execute children's ministries activities.
 - In cooperation with the Elementary Ministry team & Pastor of Next Gen Ministries, plan & deliver special events & other weeknight programs throughout the year to attract and engage children & families.
 - Attend and participate in Elementary Ministries and Hope Church Team staff meetings.
 - Other job duties as assigned.
- People
 - Function as part of the Elementary Ministries team to help find efficiencies across campuses related to delivering curriculum, efficiently using budgeted funds, & make the best use of the time & efforts of volunteers.
 - Recruit & help equip volunteers.



- Organizational
 - Support synergy, appropriate commonality, and sharing across campuses within the Elementary Ministry.
 - Be conscious of the annual budget for this ministry.

Reports To

Pastor of Next Gen Ministries

Average Hours

12-15 hours/week