



LIFE.CHURCH

OPERATIONS

Job Title: LifeKids Pastor
Department: 205 - LifeKids
Reports to: Campus Pastor
Status: Exempt
Supervisory role: Yes
Last updated: 4/13/2020

Life.Church wants to make a lasting difference in your life, in our community, and in the world. Our mission is to lead people to become fully devoted followers of Christ. That's how we're able to make a difference, and it's the driving force behind everything we do.

Job Summary

The LifeKids Pastor is a contributing leader to the overall campus operation. Involvement in other campus wide projects and events will be expected. The primary responsibilities include recruiting, leading and developing a team of volunteers and connecting with families with the purpose of connecting them with the ministry and with each other. The LifeKids Pastor, depending on campus size, may have a team of staff members. The LifeKids Pastor will be directly responsible for the development of those team members.

Duties and Responsibilities

- I. Provide overall direction and leadership to all elements of LifeKids
 - Identifying volunteer leaders and bringing them into the ministry, following all protocol required to insure safety and appropriate training and orientation
 - Connecting with families who are new to the church
 - Overseeing all ministry areas within LifeKids to ensure that all programming is executed well
 - Cast vision to parents regarding the resources that are available for their use on www.life.church as well as the take-home materials that are sent from LifeKids ministry for equipping parents with tools to lead their kids in biblical conversation and challenges at home.
 - Ensure "LifeKids Blocking and Tackling" is at optimal level
 - Create a fun, engaging and healthy LifeKids ministry
 - Work with Campus Pastor on building overall & kid's attendance on campus.
 - Lead team to make sure overall goals are being met
- II. Understand vision of LifeKids
 - Make connections with Parents and Leaders
 - Lead the LifeKids Staff to lead through others
 - Hold LifeKids staff accountable to goals and deadlines
 - Knowledge of Planning Center, Fellowship One, & forecaster
 - Responsible for budget guidance regarding LifeKids
- III. Provide leadership to the LifeKids team
 - Authority and responsibility for the supervision of two or more employees
 - Input into the job status of other employees (e.g., hiring, termination, and promoting)
 - Sets employee schedules, project assignments, and the distributions
 - Authority to set the departmental/team budget
 - Weighted input into an employee's performance review

Knowledge, Skills and Abilities

- I. Abilities
 - Ability to contribute to the leadership of the campus staff team
 - A team player and team builder who focuses on the good of the entire organization who can inspire others to work together to provide excellence.
 - Clearly explain process and regulations
 - Ability to provide objective solutions to complaints/inquiries
 - Ability to inspire and develop people beyond their current level of performance
- II. Knowledge
 - Clearly understand office equipment and software use
 - Relevant in the use of social media
 - Knowledgeable of the Bible
- III. Skills
 - Effective at multi-tasking and time management
 - Excellent verbal, written, and oral communication skills
 - Experience in leading teams of people to achieve common goals
 - A gift of developing staff members to be strong leaders and maximize their gifts and talents

Education

- High School Diploma or GED
- Up to 12 months of related work experience

Working Conditions and Requirements

This position receives general direction while working from established policies and objectives. This position plans and carries out assignments and will resolve most situations that arise. Completed work is generally monitored only to determine the effectiveness in meeting position/team objectives. This role works in a fast-paced environment with multiple interruptions. It is essential for this role to balance daily responsibilities while maintaining a high level of concentration and stress tolerance.

The physical activity of this job includes sitting, standing, and walking for an extended period of time. This role regularly communicates through talking and hearing and must be able to do so efficiently and effectively. Must be able to lift up to 50 pounds on occasion.

At Life.Church, every staff member and intern is a minister, and is expected to fully engage in the ministry of the church. We consider ministry readiness, and an individual's capacity to represent Life.Church's beliefs as a minister, during the selection process for all staff and intern positions. An essential function within every position held by a staff member or intern at Life.Church is to uphold and represent Life.Church and our beliefs in all areas of personal and professional life.