

# CEDARCREEKCHURCH

**Position:** Director of CedarCreek Kids  
**Reports to:** Campus Pastor  
**Average Hours Per Week:** 40

**Department:** Kids Ministry  
**Campus/Team:** \_\_\_\_\_

## **Position Summary:**

The Director of CedarCreek Kids is the campus' primary steward of our Kids Ministry's mission to help families grow together as they learn to LOVE Jesus, SERVE others, and TELL the world about Christ.

## **Position Responsibilities**

- Attend All-Staff Meetings
- Attend Campus Staff Meetings
- Attend Kids Ministry Director Meetings
- Lead the Campus Kids Team
- Recruit and develop ministry leaders
- Be the primary connector between CedarCreek and families with children
- Ensure the CedarVille environment remains irresistible to children, families and is supportive of all volunteer responsibilities
- Ensure that Large Programs are implemented with excellence at all services
- Provide primary leadership for Kids Ministry projects and events
- Provide primary oversight to KidKare
- Ensure all Kids Ministry Playbook policies are read, understood and implemented by the Campus Kids Ministry staff and volunteers
- Assist with any additional responsibilities at the discretion of the Campus Pastor and/or Senior Director of CedarCreek Kids

## **Position Requirements:**

- Being a tithing, Missional Member in good standing at CedarCreek Church
- Championing the 5 Agreements of CedarCreek Church
- Attendance at a weekend service and in an adult LifeGroup
- Modeling and championing the Mission, Vision and Core Values of CedarCreek Church
- Obeying the CedarCreek Church Staff 10 Points of Accountability
- Any additional requirements set by the Direct Report, Executive Director, and/or Elders

## **Measurements:**

The Director of CedarCreek Kids will be evaluated by the following quantifiable measurements:

- Number and quality of leaders being recruited
- Number and quality of leaders being developed
- Number of weekly connections with current volunteers

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- Number of weekly connections with families
- Number of weekly connections with children
- Stewardship of budget and resources
- Consistent or improving family attendance patterns

## **Accountabilities:**

The Director of CedarCreek Kids will also be held accountable for the following:

- Ensuring that Church, Campus, and Ministry values are upheld personally and among volunteers.
- Maintaining good fiscal responsibility, stewarding resources with excellence.
- Maintaining unity within the Children's Ministry, across all Campuses and Ministry Areas
- Maintaining a positive mental attitude regarding the Church and its leaders, Ministry Services, and in the presence of guests, staff and volunteers at all times.
- Adhering to all of the policies outlined in the Kids Ministry Playbook.

## **Disclaimer:**

Nothing in this job description restricts the right of the Director of CedarCreek Kid's Direct Report to assign or reassign duties and responsibilities to this job at any time. This is an at-will position and can be terminated at any time.

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**Director of CedarCreek Kids Signature** **Date**

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**Campus Pastor Signature** **Date**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**Executive Director Signature** **Date**

cc.  
Direct Report  
Executive Director  
Employee File