

Summit Christian College
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Business Name: _____

Full Address: _____ **Phone:** _____

Website: _____

Contact Name: _____

Email: _____ **Phone:** _____

Open Position: _____

Details:

An institution of higher learning, educates leaders for Christian service.

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Third City Kids Position Description

Position: Kids Minister

Reports To: Andrew Bernal - Lead Next-Gen Minister

Average Hours/Week: Full Time

Position Summary

When you ask us what we do at Third City, you won't just get a job description; you'll hear a story. We're passionate about using our talents for God's purposes and that's why we've dedicated our lives to a ministry, not just a job title. Third City exists to worship God, serve Him with our lives, and grow as followers of Jesus Christ. Because of Christ, we have the privilege of being LOVE•unlimited to others.

One of those privileges of being LOVE•unlimited to others is through Third City Kids. The purpose of Third City Kids is to bring truth and love to the next generation of the Church. The Sunday/Wednesday Children Minister Role will primarily focus on the spiritual growth and development of birth-5th grade for our weekly programs.

This position is a "champion" for Children's ministry church-wide.. This is a 'leader of leaders' position on both a staff and volunteer level.

Our team members, strive to:

- **Love One Another**
 - We ferociously fight for one another because love wins.
- **Lead Courageously**
 - We boldly forge the way because the best days of Third City are ahead.
- **Learn Humbly**
 - We strategically sharpen ourselves because effective leaders are learners.
- **Laugh Together**
 - We unashamedly chase joy because Kingdom work is hard.
- **Live in Rhythm**
 - We endlessly commit to wholeness because our church needs healthy leaders.
- **Love Another One**
 - We relentlessly pursue the one because Jesus pursued us.

Essential Job Functions

Leadership

- Keep Third City's Mission of "Love Unlimited" at the forefront of Kids Ministry plans and efforts.
- Recruit and invest in volunteers.
- Complete goals in relation to volunteer growth.
- Build and initiate life-changing relationships with kids and their parents, with a consistent focus of reaching the lost.
- Develop a ministry leadership team of adults that includes both 'core' leaders and opportunities for any adult to serve the next generation.

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- Ensure that ministry communication is effective at all levels: among the team, with kids, with parents, and with volunteers. This includes events, initiatives, and pertinent trainings.
- Working with the NextGen team to develop and execute a strategy for partnering well with Third City families to raise Kingdom-minded Christ-followers.

Vision Implementation

- Create and execute goals with the direction of the Lead Next-Gen Minister to ensure excellence in weekly programming.
- Weekly Services: Oversee areas and implement the midweek/weekend services programming as prescribed by the Lead NextGen Minister.
- Special Events: Work with other TCCC staff to execute special events including, but not limited to: Camps, outreach events, etc.
- Help provide tools and resources to parents that will help them lead their children spiritually.
- Research best practices for KidMin.

Administration

- Help schedule and communicate to volunteers for weekly services and events in all KidMin areas.
- Ensure that safety and security policies and systems are implemented and followed.
- Ensure rooms, supplies, and check-in stations are prepped for weekly services and events.
- Work with KidMin Team to help prepare budget.
- Perform all other duties as assigned by the Lead Kids Minister.
- Create and Prep weekly lesson plans and communicate to scheduled Volunteers.
- Float around classrooms during weekly programming to check for efficiency and needs, as needed.
- Work with team to develop a yearly calendar of campus-specific events.
- Lead the creative use and proactive upkeep of children's ministry facilities.

Minimum Qualifications

Competency

- Others Focused – is dedicated to meeting reasonable expectations of people inside and outside our church.
- Interpersonal Skills – relates well to all kinds of people and builds effective relationships, communicates effectively both interpersonally and corporately.
- Team Builder - shows the ability to identify gifts in others and equip them to lead teams and programs.
- Self-Development – Committed learner, seeks constructive criticism, understands their own strengths and weaknesses.
- Drive for Results – Strives for results in themselves and the people they lead. Is action-oriented and displays focus, passion & initiative. Is action-oriented when something needs to be done.
- Conflict Management Skills – Manages disagreements collaboratively and builds consensus, keeping the best interests of TCCC in mind above their own interest.



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- Administrative Skills – is able to sustain an organized process, prioritize and multi-task effectively while sustaining a high level of attention to detail.
- Adaptability – is able to quickly respond in a fast-changing ministry environment with confidence and grace.

Character and Chemistry

- A leader of leaders
- A passion for reaching the lost
- Personal integrity in all areas of life
- Will be an active member of TCCC
- Regularly attends worship services with their family
- Is an active participant in a small group
- Is supportive of TCCC with their tithes and offerings

Education and Experience

- A degree pertaining to education, family development or ministry is preferred. Proven experience in the area of kids ministry will also be considered.
- Minimum 2 years of experience working with children and volunteers.
- Working knowledge of the processes and procedures of a church is preferred.
- Ability to use (or willingness to learn) technology for volunteer check-in and information, recruiting, communication, and attendance tracking.

General Information

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required. Third City Christian Church reserves the right to revise any aspect of this ministry position description.