



Brave Girls Ministry Coordinator (1st-3rd Grade)

Peace Church is seeking a leader who will coordinate our midweek ministry for 1st - 3rd graders in our church family. Our vision as a church is to see the gospel embraced and passed on for generations of kingdom impact. We long to see Peace Church's 1st-3rd graders embrace the gospel during these important years. We also hope to partner with parents as they pass on their faith to the next generation. As the Brave Girls Ministry Coordinator does both of these things, God will work through them to make an eternal kingdom impact.

A fitting candidate will have a deep love for Jesus, Peace Church, and girls in the 1st-3rd grade age range, and a strong desire to lead a team who discipled 1st, 2nd and 3rd graders to be gospel-centered and kingdom-minded while creating fun and engaging programs and events. They will also have a family-focused mentality as they partner with parents to be the primary disciple-makers in their families.

Peace Church loves the gospel, desires to be faithful to God's Word, seeks to develop leaders, and is passionate about reaching families. Peace is a growing church located just south of Grand Rapids, Michigan in a rapidly growing area. Average Sunday worship attendance is around 2,000.

For more information, see peacechurch.cc.

Please see job description below.

Please send cover letters, resumes, and references to hr@peacechurch.cc.

Part-time, hourly, 15-20 hours per week.

Pay commensurate upon training and experience.



Brave Girls Ministry Coordinator (1st-3rd Grade)

Function

The Brave Girls Ministry Coordinator's primary function is coordinating the midweek ministry at Peace Church to 1st-3rd graders in our church family.

Part-time, average 15-20 hours per week.

Accountability

The Brave Girl Ministry Coordinator reports directly to the Kid's Ministry Director.

Qualifications

1. Have a growing relationship with Jesus Christ and agree with Peace Church's statements of faith.
2. Actively support the mission, vision, and leadership of Peace Church.
3. Humble, Hungry, and People-Smart (see Patrick Lencioni, *The Ideal Team Player*).
4. Able to work within the organizational structure of Peace Church.
5. Able to professionally and graciously represent Peace Church.
6. Able to effectively communicate verbally, in writing, and using technology.
7. Able to independently organize, plan, and execute recurring or periodic projects and tasks within a deadline.
8. Able to independently follow up on details/tasks and manage many details/tasks, while keeping the big picture in mind.
9. Able to effectively operate software such as Microsoft/Apple office suite, Planning Center Online, and Asana.
10. Able to manage time well.
11. Able to solve problems.
12. Flexible and adaptable.
13. Model of hospitality.
14. Able to maintain confidentiality.

Responsibilities

A. Responsibilities

1. Lead the 1st- 3rd grade ministry program on Wednesday nights
2. Recruit, train and schedule volunteers
3. Communicate with volunteers and equip them for programming
4. Implement curriculum in creative ways to impact the lives of 1st - 3rd graders through games, crafts and small groups
5. Address and solve problems as they arise within the program
6. Attend 1:1 meetings with the Kids Ministry Director
7. Plan and collaborate with other Wednesday Night Ministry Coordinators
8. Execute projects, tasks and other duties as assigned by the Kids Ministry Director

B. Availability

1. Tuesday mornings (staff chapel)
2. Wednesday afternoons/evenings (programming)

C. Professional Expectations

Includes such items as:

1. Participate as a team member in the Peace Staff, attending staff chapel, retreats, meetings, etc.
2. Participate in the life of Peace Church, attending worship and essential events.
3. Should be or become a member of Peace Church.
4. Exhibit character consistent with a follower of Jesus in a church leadership role.