



Position: Campus Kids Life Director
Direct Report: Campus Pastor
Secondary Report(s): Central Kids Life Director
Team(s): Campus / Kids Life
Hours: Part Time

Summary:

The primary mission of the Campus Kids Life Director is to build and maintain a life-giving, healthy volunteer team and to facilitate an excellent service experience for our Life Church children and families. The Campus Kids Life Director is responsible for training, support and oversight to all Kids Life volunteers and Guest Services, and will work closely with the Kids Life team to contribute to the growth of the team, the campus location, and The Life Church as a whole.

Campus Responsibilities:

- Recruit, train, schedule and lead a team of volunteers
- Maintain clean, orderly Kids Life spaces, and prepare rooms for weekend services
- Ensure the provided curriculum and props are in classrooms and loaded onto computers each weekend
- Allocate time each week for calling, serving, equipping and pastoring your team
- Communicate with team leaders to ensure Campus Kids Life and Guest Services weekend readiness
- Lead quarterly (or more, as needed) deep cleans of all Kids Life spaces
- Oversee Kids Life and Guest Services inventory
- Complete a weekly vibe report

Central Responsibilities:

- Answer questions from parents and pastors when applicable
- Communicate with the Kids Life Central team regarding the health and needs of campus teams and families
- Attend various online and in-person meetings and trainings with the Kids Life Team
- Serve and lead at special events and/or outreach days

Qualities Required:*

- Passion for Kids Life - Create an environment of fun and expectation in your area. Get kids, parents, and volunteers excited about Kids Life.
- Recruiting Skills - Build relationships outside of Kids Life. Recruit volunteers and build your team. Create a team that people want to join.
- Leadership Training - Raise up leaders within your team. Think in terms of “next steps” for volunteers.
- Organization - Plan in advance. Create solutions through systems that can be scaled and replicated.
- Excellence and Innovation - Continue thinking “How can we do this better?”
- Communication & People Skills - Communicate with Campus Pastor, Kids Life team, parents, children, and volunteers on a consistent basis.
- Safety - Provide and promote a safe environment in all Kids Life areas.

**This description is not all-inclusive, and other duties may be assigned as necessary.*