



MISSION HILLS CHURCH

REAL. MESSY. NEW.

AWANA COORDINATOR

Department : Ministry Environments

Direct Report : Kids Associate Director

Position Status : Part-time (mid-July through mid-May)

Hours : 12 hours per week

PURPOSE OF POSITION:

To be responsible for the overall program of the Awana Ministry while supporting the implementation of the vision, mission and core values of Mission Hills Church.

QUALIFICATIONS:

- Education and experience that have equipped them for the duties of the role
- Alignment with the vision, mission, core values, and doctrinal statement of Mission Hills Church
- Models strong Christian character, integrity, vibrant relationship with Christ and lives out biblical truth
- Ability to evangelize and disciple children
- Demonstrates a clear commitment to and love for children
- Team player, strong leader, shepherd, servant's heart, active learner, flexible, problem solver, and enthusiastic
- Partnering skills, organizational skills, self-starter, contributor, communication skills, and a servant leader
- Experience in administration of Kids ministry (preferred)
- Ability to recruit, motivate, equip, and manage the Awana Serve team members

RESPONSIBILITIES:

- Coordinate and provide oversight for Awana ministry by equipping, encouraging, and supporting the Serve team members
- Equip the Serve team members through providing communication and promotional assistance, curriculum and teaching supplies, and leadership tools
- Create creative content for onsite and online experiences
- Coordinate the recruitment, training and development of the Serve team members
- Coordinate the scheduling of facilities and all publications
- Approve all orders of curriculum, uniforms, awards, etc.
- Update and maintain the database of all Serve team members and involved children in Arena
- Attend all Awana nights, training meetings and special events
- Meet regularly with the Kids Associate Director for ongoing development and coaching

COMPENSATION:

To be discussed during interview process.