

JACOB'S WELL CHURCH  
Kid's Community Director

position title: **Kid's Community Director**

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reports to: Mike Crawford

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effective date:

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classifications (*designate one in each category*)

position:     pastoral     program director     administration     clerical     other  
hours:         full-time (30 hrs/week)     part-time (  hrs/week)     temporary     intern  
status:         exempt         non-exempt

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**position description:**

The Kid's Community Director (KCD) will lead, develop and support the children's ministry team as an expression of the core identity, calling and commitments of Jacob's Well Church. The KCD will inspire, initiate and lead the volunteer recruiting efforts on behalf of the children's team. The KCD will cast a compelling vision to parents and the broader church about Jacob's Well's approach to spiritual formation for children.

**primary roles and responsibilities:**

1. Staff Responsibilities

- Attend staff meetings two times per month
- Lead and organize children's team meetings two times per month
- Lead and participate in collaborative, inter-staff teams for specific and designated functions
- Integrate the trajectory of the broader Jacob's Well community, particularly as expressed through the Kairos and Koinonia teams
- Participate in ongoing Jacob's Well community activities

## 2. Administrative Responsibilities

- Develop and articulate a compelling vision for the spiritual formation of children that is understood throughout the Jacob's Well community
- Organize the children's team structure with clear expectations
- Provide framework for giving ongoing feedback to—and receiving feedback from—children's staff, including an annual performance review, in order to create continual performance improvement
- Work with youth staff to foster smooth transition—to create a bridge, including potential rites of passage—as children move from Kid's Community to Youth Ministry
- Implement policies and procedures for Kid's Community
- Maintain a current database that allows for extended ministry opportunities with children
- Develop an ongoing communication method with parents about the implementation of the Kid's Community vision

## 3. Volunteer Responsibilities

- Lead the recruiting efforts to engage volunteers in a systematic way
- Develop, lead and implement volunteer training modules, which includes an existing volunteer orientation
- Foster relationships among children and Kid's Community staff and volunteers
- Develop and maintain volunteer rotations and curriculum responsibilities throughout the year. Assess and engage all issues that arise with volunteers (such as red flags from background checks)

## 4. Curriculum Responsibilities

- Receive and assess monthly lesson plans using the Jacob's Well community lens, scope and sequence
- Spark curriculum ideas by encouraging staff to read articles, books, websites and attend conferences

- Initiate use of creativity and multiple modalities to inspire children's understanding and experience of Bible stories
- Actively engage spiritual practices such as meditating, praying, and reading scripture
- Evaluate and adjust monthly plans based on conversation with the children's team and Sunday morning observations and interactions

## 5. Environment Responsibilities

- Lead the conversation regarding the ongoing needs for children (such as having dedicated space) with elders and the pastoral team
- Ensure children's staff are prepared and able to implement Sunday curriculum
- Develop ongoing interaction with parents through various means
- Initiate yearly space makeovers if necessary

## 6. Sunday Responsibilities

- Point leader for one of the three children's spaces (Infants, Loft, or Grade School)
- Ensure that children's staff are able to implement their curriculum during 9 am and 11 am gatherings
- Be present in specific classroom spaces in an ongoing way to provide feedback to children's staff
- Pray with staff in an ongoing way for Sunday children's gatherings
- Pray with volunteers in an ongoing way for Sunday children's gatherings
- Be available to greet, welcome and assist families and guests on Sunday
- Ensure that discipline in all spaces is maintained through positive developmental methods
- Communicate with parents about their child(ren)'s specific development and express concerns if necessary

## **qualifications:**

### 1. Knowledge

- Experience working with a variety of children in a ministry-oriented environment
- Demonstrates an understanding of current trends in child development
- Demonstrates an understanding of the intersection between theology and child development
- Understanding of child development and spiritual formation within the context of families, the Jacob's Well community and the broader faith community
- Demonstrates an understanding of team dynamics and willingness to provide constructive feedback in an ongoing way
- Degree level qualification, theological training preferred

### 2. Skills

- Ability to collaborate with others to ensure that an environment and culture are created to foster opportunities for children at Jacob's Well to experience vital life in Christ
- Ability to see and understand reality through the lens of children and to connect those children with other Jacob's Well opportunities
- Ability to conceptualize, articulate, write and facilitate a vision for children that fits the core identity, calling and commitments of Jacob's Well
- Ability to manage people and projects to ensure the success of the team and its goals with children
- Ability to be flexible and adapt to change as the need arises

### 3. Personal Attributes

- Owns the core identity, calling and commitments of Jacob's Well
- Demonstrates high integrity by maintaining confidentiality to sensitive issues
- Demonstrates a servant attitude while engaging volunteers and parents

- Engages in vital life with God
- Willing to seek input from children’s staff members and volunteers and parents when it comes to discerning direction of children’s ministry. Able to be sensitive to and honoring of the viewpoints of these key constituencies
- After seeking input, able to make leadership decisions graciously—perhaps in consultation with one’s supervisor—based on what one feels is in the best interest of children’s ministry at Jacob’s Well
- Willing to be engaged in questions and conversations about theology, child development, spiritual formation and the church

# Jacob's Well Core Identity, Calling & Commitments

## Core Identity

***Jacob's Well is a holistic, missional Christian community.***

### **Definitions:**

- **Holistic:** We believe that the Gospel of Jesus Christ affects every aspect of a person's life and the life of a community. Moreover, we believe that all creation is included in the scope of life and salvation under God. Thus, we seek to live in progressive submission to God in Christ and to be inclusive and expansive in our understanding of our identity and work as followers of Christ and as a church community.

We believe that our community is first a people, not just a collection of individuals. To be holistic is also to be characterized by comprehension of the parts of something as intimately connected and explicable primarily by reference to the whole. As a result we believe that we in part ought to represent what we are in whole and that we live in the tension between the part and the whole.

- **Missional:** WE believe that the church exists for the world and not for herself. To say that we are missional expresses our conviction that God intends Christianity to be more than a system of belief or even a way of life. As we understand it, our beliefs are intended to foster a way of life that in turn sends us into the world to serve God and our neighbors, so that God's will may be done on earth as it is in heaven, and so that God's kingdom\* may come. In that sense we don't have a mission, we are mission.

This missional focus on God's kingdom tells us that the church is never to be withdrawn or a consumer of the gospel; rather, we receive the gospel so that we may be equipped and sent into the world to bring about God's purposes on earth as it is in heaven. This means loving our neighbors with justice, mercy, and humility.

- **Christian:** We embrace the teachings and divinity of Jesus Christ as well as His unique role as the means of salvation from sin for all who trust in Him. We embrace the Scripture as God's primary instrument by which He introduces this message to the world.

As a church, we are drawn together around the gospel of Jesus Christ. We are beginners ourselves – imperfect but growing men and women and children who are learning to live life with God in the way of Jesus. We represent a generous orthodoxy, rooted in the Scriptures.

- **Community:** We believe that any community calling itself a church lives in the tension between two realities. Our community is a part of the larger story of God's activity in the world. Our church revolves around the story of God and his people found in our scriptures, the Bible. We are biblical—we live and struggle within the boundaries the scriptures give us. We are also authentic. We believe that God is honored and lives are transformed when people are honest, genuine, and real, exposing their brokenness to God and to others. We try not to wear masks. We believe that living the tension of being biblically based *and* authentic is a challenge, but one that is incredibly exciting and life giving.

## Calling

We understand and express our identity and our calling in three primary ways:

### **Forming, Living, and Extending the Life of God in Christ**

#### **Definitions:**

- **Metanoia:** We are seeking to help form people in the way of Jesus. Being formed in the way of Jesus begins with the fact that God is calling us to wake up and be aware of the world around us.
- **Metamorphe:** Once we wake up to what God is doing then we can experience a change in our lives. God is calling us to wake up in order for our lives to be transformed. To be transformed means to live out the good news in the habits and practices of Jesus Christ and his disciples.
- **Kenosis:** A transformed life in Christ compels us to radical servanthood for the benefit of those around us. We believe that God's Spirit is alive and active and doing the creative and redemptive work of the gospel in creation all around us. As a community constituted around Jesus Christ, we are seeking to join God in this work by giving ourselves away.

## Commitments

As a community, we believe that the scope of our work lies in five commitments:

### **Worship, Creativity, Learning, Hospitality, and Justice**

#### **Definitions:**

- **Worship:** We believe that worship is a holistic way of living life in Christ. We believe that worship is the progressive surrender of everything we know of ourselves to all that we know of God. We believe that God dwells in the praises of his people. We are a community that will seek to experience the reality of God in multiple forms of worship.
- **Creativity:** We believe that creative expression mirrors God's own character and artistic nature. As men and women made in the image of God, we assume our role as stewards of creation, joining the eternal Father and the animating Spirit as co-creators. We will seek to live creatively and joyfully and in harmony with the rhythm of this world, expressing the good news by all appropriate means.
- **Learning:** We believe that we are called to grow in our knowledge of God, the Scriptures, our world, and ourselves. We will seek wisdom, knowing that true knowledge yields herself to those who persevere over a lifetime. More than simply accumulating information, we seek to be faithful in our lives to that which we have learned with our minds, hearts, and souls.
- **Hospitality:** We believe that people matter to God and therefore ought to matter to God's people, the church. Because of this conviction, we will reach outside ourselves and

our comfort zones as individuals and as a community – into a diverse community – giving people who are seeking permission to explore the gospel as we invite them to know and follow Jesus Christ. We believe, in very simple terms, that hospitality almost always involves sitting down at a table together and sharing a meal.

- **Justice:** We believe that the church is called to love its neighbors and so embody the love of God in the world. We will engage our neighborhoods, our city, and our world humbly, prayerfully conversing and seeking to express God's heart to those among whom we live. We will seek to participate with God's justice to a world that is often filled with injustice, fear, and poverty.

These five commitments help shape and determine where we go and how we use our resources. Each of these five commitments is tied to our way of life and our sense of mission as a community.