

Position: Arden Kids Director

Reports to: Arden Campus Pastor

Job Location: Arden, NC

Position Type: Full-Time

Summary of Position: The Arden Kids Director faithfully serves as the leader of the Arden Kids Ministry through developing relationships with volunteers, children, and their families. This person also provides leadership and vision to the Arden kids staff and oversees all Arden Kids' Ministry activities and programming.

Essential Qualities and Qualifications

- A personal and active relationship with Jesus Christ modeled by a commitment to supporting the vision, leadership and theology of Biltmore Church
- A Christ-like testimony that is displayed inside and outside the workplace
- An expressed passion and calling for serving Jesus in a Kingdom-minded, fast-paced, local church setting
- Prepared to join in membership as an individual/family and make Biltmore Church your home church. Active involvement in a weekly Connect Group with Biltmore Church is expected
- Demonstrates initiative with an ability to work effectively apart from close supervision
- Team player who supports, honors, and strengthens others and who works well with both the Campus and Kids Teams
- Must have the ability to recruit, train and motivate volunteers

Essential Responsibilities

- Provide leadership and vision to the Arden kids' staff
- Oversee and provide leadership to all regularly scheduled activities by working alongside the Arden Kids team. Activities include: Sunday morning connect groups, BK Wednesdays, Kids' Worship, Adventure Week, Family Fun Fest, etc.
- Maintain the Arden Kids Ministry budget, and delegate accordingly.
- Cast vision for growth in Arden Kids' Ministry and advocate for needed or suggested changes.
- Updated, evaluate, and create yearly goals and action plans for Arden Kids' Ministry.
- Recruit, train, motivate, and retain volunteers. Continually communicate with volunteers.
- Work in conjunction with the Central Kids Director to implement approved weekly curriculums and kids' worship experiences in preschool and grade school environments by providing vision and working alongside Arden preschool and grade school coordinators.
- Greet, welcome, orient new families to kids' ministry and contact First Time Visitor Families.
- Meet with parents as necessary (discipleship, baptisms, etc.)
- Make calls, send texts, send cards to kids on a regular basis and be available for hospital visits and counseling as needs arise.
- Cooperate with the Arden Campus Pastor and Central Kids Director by performing any other duties assigned.