

Kids Pastor

Name: VACANT

Location: City Campus (150 Ferry Road, Christchurch)

Manager: Ethan Campbell

Hours of Work: 30-37.5 hours per week

Grace Vineyard Church is one church in five Campus locations across Christchurch, New Zealand: City Campus, Beach Campus, West Campus, Plains Campus & Ashburton Campus. Our range of services and Campus venues enable us to meet the needs of our diverse community. All our services at each Campus include worship and a practical Bible-based talk relevant to everyday life.

Job Overview:

The purpose is to create a nurturing and faith-strengthening environment for children while building and equipping leadership teams to support this ministry. The role requires strong organizational skills, strategic thinking, and the ability to manage and prioritize multiple responsibilities. You will work collaboratively with the church leadership to align ministry initiatives with the overall vision and mission of Grace Vineyard, ensuring excellence in administration and leadership development.

Key Attributes and Skills Required:

- Strong organizational and administrative skills.
- A strategic mindset with the ability to align daily tasks with long-term ministry goals.
- Self-motivated, able to work independently while contributing effectively to a team.
- Pastoral heart with a passion for ministering to children and families.
- Flexibility and adaptability to handle dynamic and evolving responsibilities.
- Excellent communication and interpersonal skills for engaging with children, parents, and leaders.

Kids Ministry Responsibilities

Curriculum Development:

- Oversee and provide input into the curriculum for City Campus Kids Church, working closely with the curriculum team to ensure materials align with faith development goals.
- Assist the wider Grace Vineyard Campuses with kids Curriculum.

Sunday Services and Team Management:

- Be present at all Sunday morning services leading children's ministry
- Build and sustain a strong team of Kids leaders, including recruitment, training, and pastoral care.
- Manage and maintain Sunday service team rosters to ensure smooth operations.

Administration:

including:

- Preparing new leader information packs.
- Managing police vetting processes.
- Coordinating distribution of team t-shirts and lanyards.
- Maintaining Kids check-in systems for efficiency and security.
- Ensuring rooms are cleaned and cupboards are organized weekly.

Events and Activities:

- Assist the pastors with the administration and planning of events, including camps.

- Oversee and work with other key kids leaders from all Campuses for combined events

Pastoral Care and Safety:

- Collaborate with the City pastoral team to address the pastoral needs of children and their families.
- Develop and implement processes and procedures to ensure child safety in accordance with legal and governance requirements.
- Maintain regular communication with parents through newsletters and social media platforms.

A commitment to the values and mission of Grace Vineyard and its vision for faith development.

General Responsibilities:

- Adhere to Grace Vineyard Health & Safety regulations,
- Be a fully committed member of our Grace Vineyard,
- Responsible for executing all tasks and duties relevant to Grace Vineyard's goals and objectives, including but not limited to administrative tasks, assistance with church-related programs and events, and any other duties as assigned by the church leadership.

Date: _____

VACANT