



Job Description

Position Title: Preschool Ministry Director

Reports to: Campus Pastor

Revised: 04.18.2018

Department: Family Life

Status: Full-time

Campus: Dover

Primary Purpose

The Preschool Ministry Director seeks to change the lives of kids and their families by investing in Rainforest volunteers. The director will be responsible to build and direct an irresistible volunteer environment. This person will recruit, build, and train teams to effectively execute small- group and large-group programming. Through casting vision, developing a team of leaders, and executing the Family Life Ministries programming strategy, the Preschool Ministry Director will lead kids, volunteers, and their families to realize and reach their full potential in Jesus Christ.

Key Result Areas

- Creatively and effectively engage new families through follow-up efforts and foyer events to promote new family growth at the Dover campus.
- Creatively and effectively reinforce the three basic truths of the Rainforest to children and parents alike.
- Recruit, train, disciple, and grow the health, preparation, and effectiveness of all Rainforest volunteers (small group, care givers, large group, etc.).
- Continually evaluate and upgrade the Rainforest environment to ensure it is the most effective for kids and parents to remain welcoming, relevant, and an environment to which they would like to return.
- Other duties as assigned.

Position Requirements

Supervisory:

- Recruit, lead, and develop volunteers.

Knowledge/Skills/Abilities:

- A knowledge of Microsoft programs
- Able to learn NewPointe specific software
- Competent in child development phases
- Ability to leverage technology to produce irresistible ministry environments
- Team-building skills
- Ability to magnetically attract and retain high capacity volunteers
- Able to manage multiple projects at a time
- Organized
- Coachable
- Works well in groups

Qualifications

Education: College degree preferred

Experience: Previous experience in leading volunteers, computer skills

Licenses: None

Physical Activities/Requirements

No more than 50 pounds

Personal and Spiritual Requirements

Professes Jesus Christ as Lord and Savior

Commitment to personal spiritual growth and healthy lifestyle

Models standards and expectations of leaders within NewPointe, including . . .

1. Partnership
2. Tithe (within three months of hire)
3. Participate in authentic community (meaningful accountability)
4. Regular attendance at all NewPointe services

At NewPointe we value working through people to accomplish goals, as well as personally contributing at a level that requires God's help. By maintaining these priorities we will put ourselves in a position where we can continue to strive for excellence and value reaching lost people.

ACKNOWLEDGMENT

I acknowledge that I have read the above job description and can perform the essential functions of the position with or without accommodation.

Applicant Signature/Date

Management Signature/Date