

The Crossing

Position Profile

Date: 6/20/21

Position Title: Early Childhood Director Ministry Operations
Department: TC Kids Reports to: Children Pastor
Status: Part Time Full Time Non-Exempt Exempt
Total Hours per week: 25 Weekend Hours: (5 of the total)

Summary of Role

Early Childhood Director is responsible to reach families, connect them to The Crossing, and care for them.

Ministry Responsibilities

- Reach, Connect, and Care for families and kids for the ministry.
- Develop kids in Christ
- Build and foster healthy leader/volunteer pipeline
- Nurture connection between TC Kids and Orange Tree Christian Preschool

Responsibilities

- Carry the vision for TC Kids
- Develop relationships with Early Childhood (birth-kinder) aged kids and their families.
- Recruit, develop, disciple, and care for leaders and volunteers.
- Review and develop curriculum for the ministry.
- Implement and ensure execution of safety and security processes
- Partner with the TC Kids Pastor to perform any duties when assigned
- Teach, when requested or needed.
- Ensure that rooms and facilities reflect a safe, professional, Christian environment.

Qualifications

- Growing walk with Jesus Christ, exemplified by a life of obedience and example
- Whole-heartedly supports the vision, values, and ministry philosophy of The Crossing
- Possessing strong interpersonal skills with the ability to maintain healthy and motivating relationships with staff, coworkers, and volunteers.
- Passion for ministry to children and seeing both parents and children grow in faith
- Brings the full tithe to The Crossing
- Ability to multi-task and value the importance of organization and details
- Proficient use of PC and Mac platforms/software (document processing; media preparation and presentation)