

# 3<sup>rd</sup> - 6<sup>th</sup> Grade Sunday Coordinator

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**Team:** Discovery Land

**Job Title:** 3<sup>rd</sup> - 6<sup>th</sup> Grade Sunday Coordinator

**Reports to:** Director of Discovery Land - Appleton

**Status:** Full-time (40 hours per week); Non-exempt; Weekend and evening hours are required. Part-time position may be considered.

## **Position Summary:**

Develop and lead the 3<sup>rd</sup> - 6<sup>th</sup> grade Discovery Land programs by leading and training volunteers, implementing all DL guidelines, and assisting in all DL-related special events or programming where 3<sup>rd</sup> - 6<sup>th</sup> grade support is needed.

## **Position Overview:**

Discovery Land is the Children's Ministry program at Alliance Church (AC). Parents and kids describe Discovery Land as Christ-centered, Biblically-solid, relevant, fast-paced and fun! We are a nationally known Children's Ministry that focuses on the souls of the children and their need for a Biblically accurate and strong relationship with Jesus Christ!

## **Appleton Staff Team Responsibilities:**

- Attend weekly DL staff meetings as well as AC staff meetings as required.

## **Appleton Discovery Land Responsibilities:**

### **Programming:**

- Develop and lead Discovery Land 3<sup>rd</sup> - 6<sup>th</sup> grade toward strategic outcomes.
- Implement Discovery Land Global philosophy, vision and curriculum including the DL Alliance Playbook and DL Staff manual. Personally cast vision for volunteer team leaders, volunteers, parents, and kids
- Cast vision and execute Sunday morning programming with excellence on a weekly basis
- Know weekly curriculum and provide resources that reflect its goals
- Be responsible for clean, clutter-free, kid-friendly, and organized classrooms

### **Volunteer Teams:**

- Invite, train, and empower volunteers to provide quality discipleship within Discovery Land Sunday mornings.
- Follow up within 48 hours of volunteers who are interested in serving.



**ALLIANCE CHURCH**

Connecting the world with God and one another

- Maintain volunteer teams with proper child/student ratios for all DL - Appleton events.
- Communicate weekly with volunteers to encourage, build ownership and skill to best disciple our students
- Empower, coach, and spiritually develop the volunteer leadership team of AC while creating a healthy team culture of unity and God-glorifying excellence.
- Use volunteer teams to assist with execution of Special Events (i.e., Bike Path, Lifest Kids Zone, Family Roller Skating night)

**Position requirements:**

- A committed, growing follower of Jesus Christ.
- Authentic and consistent in his/her own spiritual walk and relationships.
- Willingness to fervently recruit new leaders to the ministry
- Bachelor's Degree in Children's Education or a related field, or equivalent experience in church ministry is required.
- A desire to learn and understand Alliance Discovery Land policies and philosophy.
- Ability to follow written and verbal instructions with great attention to detail.
- Proficiency in Microsoft Word, Excel, Google Docs.
- Good oral and written communication skills
- Positive attitude, friendly and outgoing
- Problem solving/crisis management skills
- Ability to effectively lead people and build teams
- Ability to multi-task quickly and effectively
- Excellent organization skills
- Works well within systems/structure
- Flexible and enjoys fast-paced ministry

**Qualifications:**

- A personal, saving relationship with Jesus Christ
- A desire to see kids know Christ as their Savior and grow in Him
- Loves kids and is fun!
- Solid organizational, communication and interpersonal skills
- Emotionally and spiritually mature
- Ability to multitask
- Ability to develop teams

# STRATEGIC FRAMEWORK

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**Vision/Purpose:** Connecting the world with God and one another

## **MINISTRY VALUES**

1. Bringing glory to God, and reaching people for Jesus Christ drives everything we do
2. All of our ministries are to be Biblically sound, culturally relevant, and supported with prayer
3. God's Word is truth and we trust it above anything else to make a lasting impact on those we touch
4. Individual and corporate worship is critical to our spiritual health and relationship with God
5. Our fellowship is focused on shepherding and caring for one another
6. Our evangelism is driven by a sincere burden for all people and is worldwide in its impact
7. Our ministry is done with excellence and sense of urgency because it honors God and inspires people
8. We will never lose sight of our vision

## **MINISTRY PHILOSOPHY**

### **Simple Purpose, Simple Church**

Our purpose is simple: Connecting People with God and One Another. Our church structure, programming and ministries will follow our simple discipleship process. All we do will be understandable and easily accessible. We will strive to have a minimum amount of bureaucracy

### **Strategic and Effective**

We minister with a sense of urgency; the stakes are heaven and hell for the people we serve. Everything we do will be strategically planned, focused on the vision and measured for outcomes. Our measure of "success" will be conversions, baptisms, spiritual growth and maturity, and the completing of the Great Commission

### **Felt Needs First, Prescribed Needs Second**

We will seek to meet people's felt needs first, then move people to the "prescribed" needs outlined in the Bible

### **Come and See - Go and Be**

We will partner with the congregation in doing Kingdom work. The staff's role will be to provide clear vision and effective programming. The congregation's role will be to invite people to come and experience what God is doing through Alliance Church and eventually engage in the discipleship process. We also encourage ministries and individuals to "go and be" the reality of Jesus Christ by sharing Christ's love through personal evangelism, community service and world missions

### **Healthy Relationships**

We work together as a team. We keep short accounts, will not let conflict simmer and have a never-ending focus on the vision. We will maintain a broad view and will not tolerate turf wars or personal kingdom building

### **Servant Leadership**

We have a towel over our arm at all times. We have a positive attitude of joyful, humble service towards each other and the people we serve in and outside of our church

### **Stronger Together**

We will be a ministry that strategically and intentionally integrates ministries so they link together to produce healthy disciples of Christ that can advance the Kingdom as one

### **Complementarian**

Men and women equally share in the blessings of salvation; nevertheless, based on Scripture, some governing and teaching roles within the church are restricted to men

### **Healthy Leadership**

We are healthy, high capacity individuals. We maintain our spiritual, emotional, relational, mental, and physical health by keeping our priorities straight. We live up to our commitments to others and live lives of integrity, at home, at church, and in the community

### **Equip Future Leaders**

We will train, equip, and empower young leaders in all ministries to remain relevant and effective, both for today, and for future generations