

## Discovery Land (Multi-Location) Experience Coordinator

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**Team:** Discovery Land

**Reports to:** Assistant to the Executive Director

**Status:** Part-time (20 hours per week); Non-Exempt; Weekend and evening hours may be required.

**Position Summary:**

Responsible for creating an inviting environment in Discovery Land that creates a cohesive and visually excellent experience for students and families.

**Responsibilities:**

- Responsible for the vision of DL décor: Training, Kickoff, Holiday, Summer Theme, Missions
- Responsible for making ministry areas a welcoming experience.
- Assist ministry leaders with the décor of their stages and specific ministry areas.
- Responsible for developing the Recruit theme and setup
- Awana responsibilities to include:
  - Theme nights
    - Brainstorm with ministry leaders
    - Cast vision and storyboard theme.
    - Ministry leader should approve.
    - Order supplies
    - Coaching on practical and kid friendly set up
  - Celebration Décor
    - Timothy reception décor
    - Celebration Give Away item (Needs to be approved by the Director)
- Mission station experience
  - Verse-a-thon
  - Discover Market Mission Project (Quarterly)
  - OCC
- Volunteer appreciation
  - Décor
  - GiveAway
  - Sunday/Tuesday lanyard room
  - Christmas Gift
- Manage DL Décor Inventory & be knowledgeable of Alliance shared Decor
- Baptism receptions
- Supply needs drives
  - School Supply Drives (Know what we need...)
  - Candy Drives (No peanuts/goal...no witches)
  - Baby - Diaper wipes
- School Bagel Drop off
- Assist with Christmas activities as directed
- Assist with Streets of Bethlehem entrance Décor
- Lifest Décor
- Kid Expo (1 per year)



**Position requirements:**

- A desire to make an impact through Children's Ministry
- A desire to learn and understand all things Discovery Land as it relates to the ministry here at Alliance Church
- Ability to follow written and verbal instructions with great attention to detail.
- Creative and able to execute on designs
- Good oral and written communication skills
- Positive attitude, friendly and outgoing
- 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
- A committed, growing follower of Jesus Christ
- A member of Alliance Church or able to complete the membership process

# 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 the world 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