



## Nursery/Preschool Ministry Associate - Family and Volunteer Experience

**This is a full-time position. This position works Sunday through Thursday including events and services.**

**About this role:** This position works with the Nursery Pastor to create and execute the culture, vision, and strategy of the ministry.

### **This role will provide:**

#### Organizational Support:

- Recruit and train new volunteers
- Regularly create and implement effective digital signage to communicate with volunteers and families
- Plan and oversee the ministry activities and events for volunteers and families of the Nursery on-site and off-site
- Maintain Planning Center Online functions, add/remove service times, manage lists and data for families and volunteers
- Communicate with and minister to individuals and families as needed
- Fill-in for team members during vacation times
- This position may need to participate at ministry events, and volunteer meetings
- Lead orientation/training classes and provide support for leadership meetings
- Plan and organize child dedications
- Involved in setting vision, strategy, and groundwork for the ministry
- Weekly team meetings

#### Service Support:

- Bi-weekly service lead and support for assigned service times
- Be available for hallway ministry and connecting with families during service times
- Oversee volunteers during service time, back up staff as needed
- Open service time when needed
- Be available to lead service kickoff and prayer meetings

### **What you bring:**

#### A:Qualifications

- Biblical Studies Associate degree desired or be willing to obtain
- Professional experience in leadership and team processes
- A minimum of 5 years of experience in volunteering or working in the nursery department is desired.
- Must have a calling towards children and young families
- Experience leading small and large groups effectively - conveying information and fun activities
- Basic knowledge of Google Apps (Calendar, Drive, Docs, Contacts), Canva, & ProPresenter desired

#### B: Characteristics

- Must exhibit a personal and growing relationship with God, and a teachable spirit. Must be committed to continual learning and growth.
- Agree and align with the mission, vision, leadership of ResLife Church.
- Weekly service attendance is required.

- Must be a relationship builder with the ability to work with all levels of Ministry leadership

**Physical Requirements:**

This position may be required to lift 10 to 50 lbs. This position must be able to traverse the campus with ease.

*The above duties, activities, or responsibilities may be supplemented periodically.*