



## Compel Kids Lead

**Department:** NextGen

**Reports to:** Compel Kids Director + Campus Pastor

**Location:** Horn Lake Campus

**Employment Status:** Point

**OVERVIEW OF POSITION:** Leads the Compel Kids ministry (K-5th grade) on Sunday mornings and Wednesday nights (when necessary) to disciple kids, engage parents, and elevate volunteers. Expected to spend an average of 20 hours a week on ministry needs. This includes 7-8 hours across Weekend and Wednesday Compel Kids experiences. The remaining time will be spent on team health and development, environment, and campus and central responsibilities within your gifting as identified by your campus pastor and Compel Kids director.

**POSITION RELATIONSHIPS:** Serves on the Compel Kids team and the Campus Staff team. Guides a team of adult and junior volunteers, provides materials, implements policies and procedures.

**QUALIFICATIONS:** Either a member of Compel that has volunteered in Compel Kids or Compel Kids Jr and has experience in working with elementary individuals and families or someone with at least 5 years leading a Kids Ministry in another church. Familiarity with the Compel Kids Team Handbook is needed to be equipped to answer procedural questions that may arise from volunteers or leadership. In order to best lead your team and your campus, general knowledge of Pro Presenter, CCB, Dropbox, and Planning Center are required.

**CHARACTER REQUIREMENTS:** A team player servant leader who leads with excellence, humility, confidence, inclusion and intentionality.

### **SPECIFIC RESPONSIBILITIES:**

Works with Campus/Central leadership, volunteers and the parents of elementary kids to implement and operate a ministry to elementary kids.

## **ADMIN**

- Implement the Compel Kids ministry on your campus.
- Participate in staff meetings and professional development functions as possible. CK Leadership meetings, Campus Leadership meetings, and Compel Church events are required.
- Recruit, develop, and lead the Compel Kids volunteers on the Horn Lake Campus.
- Develop and implement a Compel Kids annual strategic plan (goals, budget, events) that aligns with Compel's vision, philosophy, capacity, and season of life.
- Develop and maintain positive working relationships with staff by actively living out and championing our staff values.
- Collaborate with the Compel Kids Leadership team to build a cohesive strategy for shaping the future of Compel Kids on each campus.
- Ingrain the Compel Ethos throughout Compel Kids - led by humility, inwardly unified, outwardly focused, and intentionally excellent.
- Oversee the full set-up and tear-down operations for Kids Ministry spaces each service/day at the Horn Lake Campus.
- Maintain and manage equipment inventory. Creating and refining systems for efficiency, timing, and layout.
- Ensure all classrooms/areas meet safety, cleanliness, and excellence standards
- Additional duties and special projects as assigned by the Campus Leadership or CK Director.

## **PARTICIPANTS**

- Lead in executing the strategy for discipling kids per the CK Handbook.
- Responsible for the safety of Compel Kids participants and volunteers. This includes ensuring adult and junior leaders are screened, participate in training, and maintain healthy boundaries.
- Personally connect with elementary kids as possible.
- Implement the resources used for and with elementary kids along with training staff and volunteers on their use. Ensure these resources align with Compel's Next Gen Philosophy.

- Guide elementary kids to respect leaders, participate in large and small groups, and explore Bible basics.

## **PARENTS**

- Lead in executing the strategy for engaging elementary parents.
- Use effective modes of communication including email, social media, mailings, etc. to keep families informed and involved in the latest happenings of Compel Kids.
- Help plan and oversee special events/services related to elementary kids and families on your campus.

## **VOLUNTEERS**

- Lead in executing the strategy for elevating CK Volunteers.
- Recruit, develop, care for, and lead all staff and volunteer leaders within Compel Kids for Sundays, Wednesdays, “One Night”, and special events.
- Schedule, coordinate, and communicate placement of Compel Kids volunteers for Sundays, Wednesdays, “One Night”, and special events.

## **“One Night” Responsibilities**

- Arrive at Compel Southaven at 5:30pm to help set up CK environments - flipping an environment from Cadence to Compel Kids.
- If not in a room, able to jump in any room that may need extra hands for a few minutes. Checking in on all the teachers.
- Clean up – flipping the CKJ back – help put away toys etc. It is a team effort!

**HAVE FUN! LOVE ON ALL THE KIDS, PARENTS, and VOLUNTEERS!**