

CROSSROADS

Job Description: Elementary Ministries Director

Reports to: Next Gen Pastor

Classification: Non-exempt, Full Time (30-40 hours)

Vision Statement

Our valley awakened and transformed by the love of Jesus.

Mission Statement

To equip and mobilize people to live the life and mission of Jesus.

Primary Purpose: The role of the Director of Elementary Ministries is to provide leadership and oversee the execution of the church's mission and vision through discipleship of children and their families, 1st through 4th grades.

Essential Skills and Responsibilities:

Think Strategically: Vision, direction-setting, and big-picture alignment.

- Align with Crossroads Church's beliefs, values, and strategies to carry out its mission and vision.
- Collaborate with the Next Gen Team to develop strategies for kids, students, and families, ensuring alignment and transitions.
- Collaborate with the Preschool Ministries Coordinator to develop the overall direction of Crossroads Kids.
- Partner with parents in discipleship by developing strategies and resources to equip them.
- Create and develop an age-appropriate culture of equipping and mobilizing kids and parents.
- Work with Next Gen Team to develop experiences for kids and youth with special needs.
- Collaborate with appropriate staff to create and develop additional Sunday experiences (baptism classes, family services, etc.).
- Create opportunities (midweek, summer, events) for kids and families to grow in community and mission.
- Work with the Next Gen Pastor to steward the annual budget.

Build Teams: Recruiting, developing, and leading volunteers (Ministry Partners, MPs).

- Recruit, lead, and equip MPs in the elementary area.
- Coordinate MP schedules and assignments.
- Shepherd MPs in their spiritual growth and development.
- Build a culture of care for Ministry Partners.
- Create a culture where kids and families are equipped to serve and disciple others (multiplication mindset).

Stay Relational: Pastoral presence and connection.

- Partner with parents in the discipleship of their children (relational side of that strategy).
- Build a culture of care for Crossroads families.
- Engage in life-on-life discipleship with families (games, coffee, events).
- Create opportunities for kids and families to build friendships and community.

Handle Systems: Execution, logistics, and operational backbone.

- Oversee all aspects of the elementary ministry experience (curriculum, prep, teaching, worship, tech, environments).
- Coordinate MP schedules and assignments using Planning Center Services.
- Work with staff to implement safety measures (screening, policies, procedures).
- Work with the communications team on digital and print communications.
- Collaborate on and implement accommodations for children with special needs.
- Execute additional Sunday experiences and events.

Ministry of Presence: Worship/Church Body Responsibilities

- Attend and support church-wide events and ministry-specific events.
- Attend weekly All-Team Meetings.

Champion Crossroads' Care & Compassion Vision, Culture, & Strategy

- Cultivate a culture of care, compassion, and prayer that is persistently practiced throughout the Crossroads church body.
- Be a person of refuge who delivers the proper care to the right people in a sensitive and compassionate manner.
- Implement and follow Crossroads' culture guide.

Attributes:

- Honor - Live a life that honors the Lord and one another
- Honest - Living and leading with honesty and in authentic harmony
- Humble - Being a learner - Curious, and extending charitable judgment to others
- Hungry - Desire to get the job done well - working enthusiastically unto the Lord
- Positive Attitude - Always look for opportunities in every situation.
- Fun/enjoyable - Strive to maintain a sense of joy in all things.
- Share the vision of Crossroads to fulfill the Great Commission with integrity and passion.
- Highly self-motivated and directed - Not afraid to try and figure things out or bring a solution.
- Prioritize - Ability to effectively prioritize and execute tasks in a high-pressure environment.

Team Connections:

- Consistent contact with the Next Gen Pastor and Next Gen Team.
- Weekly team meetings to encourage and disciple the team.
- Willingness to be disciplined by someone within Crossroads Church.

Personal Qualifications, Attributes, and Accountability:

- Two years of experience working with children in a ministry setting or equivalent education.
- Proven relational leadership and a demonstrated willingness to work in collaborative and learning environments.
- Passion to see children come to know, love, and follow Christ. As well as equip and support their parents as the primary spiritual leaders in their lives.
- Enthusiastic and gifted teacher focused on teaching age-appropriate biblical truth.

- A proficient oral and written communicator to parents/guardians and MPs, displaying an ability to develop positive relationships.
- Demonstrates an ability to recruit, train, and mobilize leaders.
- Teachable, creative, self-starter who follows through and exhibits solid organizational skills.
- Commitment to growing in one's spiritual formation, leadership development, and missional lifestyle.
- Must be a committed team player working in cooperation with all staff, Board of Stewards members, and ministry partners.
- Must complete a successful national background check.

Please submit a resume and cover letter to the Next Gen Pastor, Marika Springer, for review at marika@crossroadsidaho.org.