



Westwood believes the hope for the future church is to spiritually invest in the next generation of Jesus followers. This is accomplished through equipping and investing in parents, a healthy team of volunteers, and effectively engaging children. The role of the KidCity Coordinator is to provide safe environments for children to experience the wonder, imagination, and inspiration of a spiritual journey with God in line with our vision and values (transformation, empowerment, and engagement). This is accomplished by:

### **Empowerment of teams.**

- **Ultimate success** in this role is the empowerment of individuals and teams of people by the KidCity Coordinator in order to effectively minister to children **infant through grade 2**.
- **Recruiting and inspiring** a diverse team of volunteers who provide leadership and support of the various areas of the KidCity ministry. This is accomplished through an encouraged and equipped team that clearly understands their role and their value to KidCity within a healthy team culture.
- Providing **ongoing** encouraging, coaching, reminding, and support of new/existing KidCity volunteers (and teams) that enthusiastically work to invest in kids, families, and in other volunteers.
- **Coordinating and maintaining volunteer schedules** that provide a healthy rhythm of service so those investing don't feel over-scheduled and over-used.
- **Relationally connecting** with the KidCity team (coffees, cards, texts, meals, and just having fun together).

### **Providing inspiring environments, resources, and connection for families.**

- **Preparing** a warm, safe, and welcoming Sunday a.m. environment that engages our children and parents via lobby, welcome team, curriculum preparation, teachers, crafts/activities preparation, worship, technical use, atmosphere, and other needs for large group & small group gatherings.
- **Help provide** parenting resources, studies, groups, and trainings throughout the year to encourage and strengthen parents to spiritually invest in each other and in their children and to even promote relational connections. This would happen *in coordination with* the **Family Ministry Team**.
- **Assist in** organizing creative, strategic events and activities occurring outside of Sunday a.m. as additional opportunities to reach our community and engage families *in coordination with* the **Family Ministry Team**.
- **Ensuring** the proper administrative details are covered including, but not limited to: snacks/food, registrations, set-up, clean-up, supplies, props, or other necessary items or details.
- **Creating** vibrant and timely communication with parents, volunteers, or others connected with KidCity.
- **Continually evaluating effectiveness & engagement**, looking for opportunities to improve our ministry.
- **Assist in developing** networks and partnerships with other ministries that can enhance our ability to serve and support parents/families at Westwood Church *in coordination with* the **Family Ministry Team**.
- **Maximizing** opportunities throughout the year that support important Westwood events by providing KidCity ministries (i.e., Christmas Eve, Good Friday, and other strategic church events and small groups).
- *As with any staff position*, there will be occasional and unforeseen responsibilities that will be required.