



## THE CHAPEL

### Staff Role Description

## Regional Children's Pastor, WI Campuses

Ministry:	Campus
Reports To:	Regional Pastor of WI Campuses
Average Hours Per Week:	Full-time, 40+ hours per week
Role Type:	Exempt
Last Revision Date:	January 2025

#### Role Overview

The Regional Children's Pastor, WI Campuses will serve primarily at The Chapel Whitewater while supporting the Chapel Kids Staff at the Jefferson and Milton campuses. This person will be responsible for all facets of Chapel Kids from infants to Grade 5 at the Whitewater Campus. This includes recruiting and training Chapel Kids volunteers to implement all aspects of this ministry. This person must provide excellent servant leadership, clear communication, vision, direction, and motivation. He/She must embody The Chapel's culture and values by being third, expecting big, trusting big, being real, having fun, and sharing in the vision for every child to know and love Jesus, be led by the Spirit, share the Gospel and live on mission. This person will also serve on the larger Chapel Kids team to ensure unity and collaboration across the campuses.

#### Primary Responsibilities

The Regional Children's Pastor, WI Campuses must passionately and intentionally build a volunteer leadership team and construct an engaging, vibrant children's ministry that fosters growth, both in the size of the ministry as well as in individual children's personal relationship with Jesus.

1. Provide passionate leadership for Chapel Kids at the Whitewater Campus while actively supporting Chapel Kid Staff at the Jefferson and Milton Campuses
  - Actively support and engage with the Director of Kids and Students, the Director of Chapel Kids and other Children's Pastors to foster unity and collaboration toward The Chapel's Beliefs, Purpose, Values and Vision among the entire leadership and volunteer team
  - Actively contribute to the campus' yearly strategic planning process
  - Provide visible and active servant leadership for Chapel Kids and in all classrooms
  - Provide constructive classroom evaluations on the Chapel Kids experience
  - Provide tangible coaching when needed
  - Provide responsible management of the ministry budget
2. Provide volunteer development for Chapel Kids
  - Partner with the Campus Pastor and Director of Chapel Kids to identify potential ministry team members and provide creative solutions for ongoing recruiting needs
  - Ensure volunteer data updates are entered and/or submitted in a timely manner

## Regional Children's Pastor, WI Campuses

- Ensure volunteers are trained and empowered for successful ministry, including communicating the vision of Chapel Kids, policies and procedures, and safety requirements
  - Ensure that volunteers are part of a strong, healthy team, led not only for ministry excellence, but also for genuine community
  - Consistently look for volunteers that demonstrate they are ready for more leadership responsibility, and provide them with opportunities to develop
3. Provide oversight over all Chapel Kids services and serve as the liaison between central CK and the WI campuses
    - Ensure excellence in all aspects of all services – Our guests (parents, children, visitors and volunteers) should have a positive experience that causes them to look forward to their return and excitement to tell others about their experience
    - Ensure all classrooms are staffed for successful ministry – Each classroom must be fully staffed and scheduled to serve at each service and our ratios (children to volunteer) are above minimum levels
    - Ensure every parent/child/volunteer matters, safety and security is a priority, and equipment and facility issues are dealt with proactively and thoroughly
    - Ensure all experience feedback is communicated to all involved parties and actively contribute ideas for continuous improvement to the Campus Pastor and Director of Chapel Kids
    - Ensure all attendance data is recorded and reported accurately and on time
  4. Invest in parent partnerships at your campus
    - Partner with parents to shepherd and meet the spiritual needs of children
    - Provide a solid theological foundation and offer spiritual guidance to parents and families
    - Ensure clear, consistent communication with kids, leaders and parents concerning Chapel Kids events and gathering times
    - Perform baptisms, baby dedications and counseling as needed
  5. Effectively manage other campus responsibilities that include but are not limited to
    - Participation in scheduled Campus team meetings and all campus events
    - Act as the CK representative for the WI Campuses at central CK events
    - Pastoral duties as assigned by the Campus Pastor that may include visitations, counseling, weddings, funerals, etc.
    - Assisting with other campus responsibilities that may include administration, organization, support, care, building maintenance, office management, or other needs
    - Other duties as assigned by the Campus Pastor or Director of Chapel Kids

### Essential Requirements

The Regional Children's Pastor, WI Campuses must embody the mission, vision and values of The Chapel, as outlined below, by being a visible example and model to all those within their scope of influence.

Our **MISSION:** *As a church, we desire to help people everywhere experience all of God, in all of them, for all the world! This means we:*

- Carry the Christianity of Jesus
- Pray Heaven to Earth
- Be a Force for Good
- Live as part of a Kingdom Community

## Regional Children's Pastor, WI Campuses

Our **VISION**: *To help ignite revival in our church communities, and around the world! Revival happens whenever a group of people, anywhere, at any time, come alive to God. We want to see:*

- Widespread Spiritual Awakening (All of God)
- Revitalization of the Church (All of us)
- Transformation of Society (All of our world)

Our **VALUES**: *To be a people fully devoted to God and to others. We trust God in all things, big and small. We live authentically, never pretending to be something we're not. We embrace life with joy, finding ways to have fun along the way. We do this by:*

- Living All-In: A fully-committed people who come in third (God, others, self)
- Having Expectant Faith: He is who he said he is and will do what he said he will do
- Being Authentic: Honest, forthright, plain-spoken and integrity-filled
- Having Fun: Vibrant, winsome, joyful

Additionally, the Regional Children's Pastor, WI Campuses must:

- Be an example of the type of Christ follower that we want our people to become by holding to our statement of beliefs, practicing our approach to ministry and embodying our culture
- Demonstrate a passion and aptitude for making disciples of Jesus and embrace genuine Christian community as the primary vehicle of discipleship at The Chapel
- Believe that the Holy Spirit indwells and empowers every follower of Jesus, and consistently experience the power and presence of God at work inside, through, and around themselves as they participate in God's mission in the world
- Share in the continued mission of Jesus by consistently ministering, through the power of the Holy Spirit, God's presence, love, truth, and power to all those encountered
- Have a strong relationship with God, as evidenced by a healthy devotional and moral lifestyle
- Have a strong family life, as evidenced by the quality of the relationship with their spouse and children (where applicable) and their ability to effectively manage their finances
- Be an effective communicator with warm and engaging interpersonal skills that are relational and inspiring
- Have demonstrated abilities as an action-oriented leader, able to cast vision and align leaders
- Have demonstrated abilities in identifying, recruiting, and equipping volunteers.
- Have demonstrated abilities in building a ministry, preferably in a multi-site church setting
- Able to multi-task efficiently and effectively, prioritizing according to ministry needs
- Have strong ability to use all computer software and programs needed to accomplish tasks
- Have at least 3 years of experience in overseeing a ministry, preferably in a multi-site setting
- Be available to lead and/or attend student ministry events and gatherings during weekdays/weekends, days/evenings, or overnight
- Lead and participate in the set-up and tear-down of ministry events and gatherings
- Travel independently to any Chapel campus or event location
- Have proven and successful experience in all areas under the Primary Responsibilities

*This role description is meant to describe the general nature and level of responsibilities being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.*