



## Willamette Kids Preschool Lead

---

### **WILLAMETTE CHRISTIAN CHURCH** **West Linn, OR**

#### ***This is a 30 hour position***

Willamette Christian Church (WCC) is a thriving sixty year old church family situated physically in the heart of West Linn, Oregon. We are a caring community that loves God, loves people and serves the world. We continue to experience a growth rate of about 8% annually in our attendance of children, youth and families. We regularly serve over 2000 people via four Sunday services (including nearly 500 in Willamette Kids) and we anticipate continued growth as we seek to honor God in our worship and teaching. We seek to always provide a healthy environment for families to become more fully devoted followers of Christ.

We are looking for a Preschool Coordinator to join our exceptional Children's Ministry team (Willamette Kids) to provide direct supervision for Willamette Kids preschool 3's and 4's.

#### RESPONSIBILITIES INCLUDE

- Personally attain and maintain strong relationships with parents and members of the WCC family, and cultivate an environment of warm, welcoming, hospitable relationships in the ministry
- Understand the Orange philosophy and structure the preschool ministry in a way to promote the Orange model in both small groups and parent connections
- Recruit, train and develop volunteer leadership for preschool ministry, maintaining fully staffed classrooms with the majority leadership serving every week
- Ensure the safety and security of children in our care through the active engagement, verification and training of volunteer leaders
- Oversee all preschool curriculum implementation physically, visually, relationally, and spiritually
- Develop a Large Group team to effectively tell the story and model worship that is inspiring and practical for preschool students
- Demonstrate effective leadership in time management while maintaining a healthy balance between people and task completion with a strong aptitude for delegation
- Consult with Willamette Kids Lead regarding Preschool Ministry budgetary needs
- Demonstrate forward thinking towards next steps for preschool ministry, further developing curriculum, large group environment, and parent resourcing
- Oversee the Coordinator of Child Care, assuring that quality childcare is provided to support core WCC ministries
- Upon completion of training, additional responsibilities will be added within the broader scope of Willamette Kids

#### REQUIREMENTS

- Experience recruiting, training, leading and mentoring volunteer teams, ideally in children's ministry
- Character-based relational and organizational leadership
- Strong organization skills
- Aptitude for multi-tasking and delegation
- Computer/Technical Skills: Proficient with MS Office Suite; ability to quickly learn new software is a must
- Christ-honoring Character – Demonstrate character traits such as humility, gratitude, integrity, honesty, wholeness, and courage. Display overall wisdom and maturity in life; have a stable and healthy personal life

#### TO APPLY

If this opportunity is of interest and you meet the stated requirements, please forward the following:

- Current resume detailing your experience relevant to this role
- Cover letter with summary of experience and response to the following questions: What motivated you to consider this role? What is your interest in leaving your current position and/or why are you seeking a new opportunity? What specific gifts and strengths would you bring to WCC?

- 3-5 professional references (people you have reported to and/or worked closely with)

For consideration, please email the above documents to [amye@willamette.cc](mailto:amye@willamette.cc). Please include "WK Preschool Lead" in the subject line. Your information will be reviewed, and if your experience matches our needs you will be contacted to discuss next steps.