

# SERVING *at* NORTHEAST

## KIDS MINISTRY – SERVICE LEADER

### VISION & ROLE

Our Kids Ministry Service Leaders ensure families feel welcomed and like they belong at Northeast when they check in for Kids Ministry. Service Leaders are often the first people to welcome guests to Northeast, and they enter new information into our computer systems and assign children to their groups. This role is perfect for a friendly volunteer who feels comfortable with a little computer data entry.

### CORE RESPONSIBILITIES

- Commit to serving for one hour on Sunday mornings
- Enter new families and guests into the computer
- Check on groups after the service begins
- Serve weekly, every other week, or as a substitute
- Staff the front desk during service for questions or returning parents
- Communicate with the Kids Ministry Director

### QUALIFICATIONS

- A positive and friendly attitude
- Excited about the mission of God and His love for our kids
- Supportive of parents and other volunteers
- Comfortable with basic data entry on computers (we teach you everything!)
- Able to pass a volunteer background check
- Willing to serve 60-75 minutes weekly during the school calendar year

### WORKS ALONGSIDE

Randi Luna, *Elementary Ministry Director*

Annie Rapp, *Early Childhood Ministry Director*

