

LANSING UNITED METHODIST CHURCH
Kids in Action Now Coordinator Position Description

The primary role of a Kids in Action Now (K.A.N.) Coordinator is to foster formation, practice, and growth in Christian faith within the Lansing United Methodist Church Children's Ministries programs. Kids in Action Now Coordinators serve under leadership and supervision of the Children's Ministry & Christian Education Coordinator.

RESPONSIBILITIES:

1. Provide faith formation opportunities for children in grades 3-6 with a focus on "serving one another in love". Involve children in the helping ministries of the church while interacting with adults overseeing those programs.
2. Help the children develop the foundation for a lifelong understanding of the church's role as the hands and feet of Jesus reaching out to those in need in God's world. Guide them in an understanding that serving in Jesus' name is more than just "helping"—it brings about God's transforming work in the world.
3. Develop a relationship of trust and continuity with the children to enhance their understanding of their identity as a Beloved Child of God.
4. Work cooperatively with other volunteers and parents in carrying out activities
5. Maintain open communications with family members and guardians.
6. Provide a safe, welcoming, inviting and positive environment. Model polite, friendly, and courteous behavior for both children and adults. Do not engage in physical punishment/discipline of any child.
7. Engage the congregation in how K.A.N. is serving one another in love.
8. Be present at each scheduled K.A.N. meeting or activity prepared to carry out intentional programming planned for that gathering. Coordinate planned or unexpected absences with the Christian Education and Children's Ministry Coordinator.
9. Oversee fundraising activities to support mission work, following policies established by the Finance Committee to ensure transparency and proper safeguarding of funds.
10. Be trained in Safe Sanctuaries policies of the Upper NY Conference and of LUMC, and covenant with LUMC to comply with those policies.
11. Attend periodic training and education opportunities provided by LUMC to include an annual review of LUMC Safe Sanctuary policies and procedures as they apply to its ministries with children and K.A.N.

QUALIFICATIONS:

1. A personal commitment to Christ, a growing faith, and a passion for working with children.
2. Strong interpersonal skills interacting with children and their families.
3. A basic understanding of children and their needs.
4. Ability to adapt to a variety of situations.
5. Have had an active relationship with LUMC for at least 6 months.
6. Be at least 23 years of age.
7. Completion of consensual background check process.

I have read the position description for Lansing United Methodist Kids in Action Now Coordinator and understand its contents. My signature below indicates my agreement and covenant to abide by the responsibilities set forth above.

Signature of Applicant

Date