

LH Kids Discipleship Coordinator – Job Description

General Description

In support of the LH Kids Director, the Discipleship Coordinator is responsible for developing engaging, Jesus-centered discipleship experiences for children from infancy through 3rd grade. This position oversees curriculum implementation, classroom preparation, weekend services, large group experiences, and ministry environments to ensure every child experiences age-appropriate, engaging, and spiritually impactful discipleship that helps them grow lasting faith in Jesus.

Essential Job Functions

1. Oversee the planning, editing, and implementation of weekend curriculum for Preschool and Elementary environments, ensuring all content aligns with the mission, vision, and teaching strategy of LH Kids.
2. Collaborate with the LH Kids Director to continually evaluate curriculum effectiveness and recommend improvements that strengthen child discipleship.
3. Ensure the curriculum/programming creates intentional alignment between large group teaching and small group engagement, allowing each environment to build upon and reinforce the other.
4. Prepare weekly classroom materials, lesson resources, teaching supplies, and curriculum materials so leaders are fully equipped.
5. Organize, inventory, and maintain curriculum resources, teaching supplies, and ministry materials to ensure classrooms remain fully stocked and functional.
6. Maintain resource closets and storage areas with consistent organization and inventory management.
7. Lead the planning, execution, and continual innovation of the Elementary Large Group Experience, developing engaging and creative programming that effectively communicates biblical truth and enhances the overall weekend experience.
8. Develop engaging worship experiences that encourage children to actively participate and grow in their relationship with Jesus.
9. Regularly evaluate the effectiveness of weekend experiences by gathering feedback, identifying opportunities for improvement, and implementing changes that enhance the environment and engagement.
10. Evaluate ministry spaces regularly to ensure they effectively communicate our ministry vision, remain clean and organized, and create a welcoming experience for every child and family.
11. Support smooth transitions for children as they move into new classrooms and ministries.
12. Provide counseling for children who have indicated a desire to know Jesus or shown interest in participating in either baptism or communion.

13. Partner with the LH Kids Director to identify, organize, and distribute discipleship resources for kids and families, ensuring biblically grounded and age-appropriate materials are accessible and effectively shared to support faith development at home.
14. Partner with the LH Kids team to collaboratively plan, prepare, and execute all LH Kids events, sharing responsibilities to ensure every ministry event is successfully carried out.
15. Perform other duties as assigned.

Education and Experience

The ideal candidate has served in LH Kids for at least a year and possesses a teaching, child development, or related degree (extensive ministry experience, in some cases, can be substituted). The successful individual will be a strong leader with a solid work ethic, strong organization, and project management skills, and possess a passion for teaching children about Jesus and investing in leaders that will influence the next generation. He/she will be energetic and eager to work with children and families. They will possess a teachable and humble spirit and enjoy being part of a team. Candidates should have a relationship with Jesus, a love for His Church, and a passion to reach those who do not know Him.

Compensation

This is a full-time (40 hours per week), compensated at a rate dependent on experience.