

EARLY CHILDHOOD COORDINATOR

Christ Community Church // Omaha NE

The Early Childhood Coordinator plays a vital role in creating a welcoming, safe, and spiritually enriching environment for young children and their families at CCC Kids. This leader is responsible for providing support, encouragement, and strong leadership to the childcare and volunteer team serving in the Early Childhood area.

Passionate about early spiritual development, the Coordinator understands the lifelong impact of teaching children that **God made them, God loves them, and Jesus wants to be their forever friend**. Through intentional care and engaging experiences, this role helps lay the foundation for a child's faith journey while also building meaningful connections with paid childcare workers, volunteers, and parents.

PRIMARY RESPONSIBILITIES

Early Childhood Ministry (85%)

- Provide volunteer and paid childcare worker support through relationships, scheduling, hiring and recruitment, and training.
- Plan, edit, and implement weekly Sunday curriculum to provide fun and age-appropriate lessons for the toddlers and 2 & 3 year-olds.
- Resource and maintain the nursery and early childhood rooms with supplies while staying within the parameters of the ministry budget.
- Oversee and plan for the childcare during Summer U for the children of volunteers.
- Lead the Sunday morning ministry in the Nursery and partner with the Early Childhood director to provide oversight to the 2 & 3 year old area .
- Develop, maintain, and provide leadership to the childcare ministries during the week. (Tuesday nights, Thursday & Friday mornings)

Meetings (10%)

- Monday Kids Team meeting
- Tuesday morning staff meetings
- Weekly one-on-one with supervisor.

Other Staff Events & Support (5%)

TYPE OF POSITION

- Full-time salaried role averaging 40-45 hours per week.
- Paid time off, insurance, and retirement benefits.
- The position will primarily work Sunday-Tuesday evening and Thursday-Friday.
- Staff Supervised: Paid Childcare Team
- The duties of this position are conducted primarily in an indoor office environment.

SKILLS & BACKGROUND

- Saving knowledge and growing relationship with Jesus Christ
- People oriented with good communication skills: verbal, written, and relational.
- A self-starter, needing little supervision, able to identify needs and implement solutions
- Dependable, responsible, accountable, and flexible
- Ability to initiate, plan and execute programming for the Early Childhood Area.
- Ability to delegate authority with empowerment
- Ability to solve problems in a calm and grace filled manner as challenging situations occur.

PHYSICAL DEMANDS

In order to successfully perform the duties of these positions, the individual needs to be able to do the physical requirements noted below. (C = Constant (>50%); F = Frequent (25%-50%); O = Occasional (1-25%); N = Never (0%))

- F - Light Lifting (<20 lbs)
- O - Moderate Lifting (20-50 lbs)
- N - Heavy Lifting (>50 lbs)
- F – Standing
- F - Reaching (extending hands and arms in any direction)
- O - Sitting (for sustained periods of time)
- F - Walking (moving foot to accomplish tasks)
- O - Repetitive motion (sustained movements of wrists/hands/fingers)
- O – Bending
- O - Pushing/pulling
- O – Driving
- C – Hearing

To apply, email resume and answers to initial interview questions to leslief@ccc.com

CHRIST COMMUNITY CHURCH

Omaha, Nebraska

About the Church

Christ Community Church is a flagship church of the Christian and Missionary Alliance. We are grateful that we are still a thriving, five generation church with over 100 years of kingdom impact. We value the mission of God both here and among the least reached people of the world. We exhibit excellence in leadership, teaching, worship and giving. We are a debt free church with generosity as a hallmark. We are passionate about the deeper life of the Holy Spirit. Community is our middle name.

About the City

The Omaha metro has over 900,000 people – over half of which have no connection to a church home or life in Christ. It is known as one of the best places in America to raise a family. Cost of living is low, wages are high, education is excellent, health care is strong, arts are abundant, and people are warm and welcoming. The political and financial climate is conservative. Crime is low. Omaha is home to the world's best zoo and the College World Series. A citywide movement called Within Reach consists of forty churches committed to reaching the lost, planting churches, developing next gen leaders, and unleashing unprecedented compassion on the city. CCC is the convener of this movement.

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