



A-Kids Coordinator

Position Type: Full-Time

Location: In-Person

Direct Report: Next Gen Pastor

Job Summary

Help Kids Build A Faith That Lasts

At Ascent Church, our mission is simple: **to seek out the lost and send out the found.** We believe that mission starts with the next generation. Every Sunday is an opportunity to help kids discover who Jesus is and build a faith of their own.

We are looking for an **A-Kids Coordinator** who is passionate about creating a fun, safe, engaging, environment where children can experience the love of Jesus. This role will help lead the day-to-day operations of our children's ministry through leading volunteers, supporting families, and coordinating ministry environments, and ensuring activities align with the church's vision and values.

This is a full-time position based in Virginia Beach, Virginia, reporting directly to the Next Gen Director.

What we're looking for:

- A genuine excitement and commitment for working with youth.
- Strong communication skills and comfort speaking in front of groups
- Strong administrative, and organizational skills.
- A heart for people—both students and volunteers.

Responsibilities

Ministry Leadership

- Oversee the day-to-day operations of A-Kids ministry.
- Develop and implement ministry strategies that support spiritual growth for children from birth through 5th grade.
- Create a welcoming, safe, and engaging environment for children and families.

- Ensure all ministry activities align with the church's mission, vision, and values.

Volunteer Leadership

- Recruit, train, schedule, and retain volunteers for all children's ministry areas.
- Build relationships with volunteers and provide ongoing encouragement, support, and coaching.
- Conduct volunteer onboarding and ensure all required background checks and training are completed.
- Recognize and celebrate volunteers for their service and contributions.

Program Coordination

- Plan and oversee weekend services, special events, and seasonal programs.
- Coordinate curriculum implementation and ensure materials are prepared and distributed.
- Manage classroom assignments, volunteer schedules, and room setups.
- Ensure classrooms are properly equipped, organized, and maintained.

Family Engagement

- Build strong relationships with children and their families.
- Communicate regularly with parents regarding ministry events, programs, and opportunities.
- Assist families with questions, concerns, and next steps for involvement.
- Partner with parents to support the spiritual development of their children.

Safety & Administration

- Maintain and enforce all child safety and security policies.
- Oversee check-in/check-out procedures and ensure a secure environment.
- Maintain accurate attendance records, volunteer records, and ministry documentation.
- Monitor ministry supplies and assist with budget planning and purchasing needs.

Team Collaboration

- Work closely with church staff and ministry leaders to support church-wide initiatives.
 - Participate in staff meetings, planning sessions, and leadership development opportunities.
 - Support special church events and outreach opportunities as needed.
-

Qualifications

- A growing personal relationship with Jesus Christ and a commitment to the church's mission and values.
 - Passion for children's ministry and helping children develop a lifelong faith.
 - Strong leadership, organizational, and communication skills.
 - Ability to recruit, lead, and develop volunteer teams.
 - Experience working with children, families, or volunteers preferred.
 - Ability to manage multiple priorities while maintaining attention to detail.
 - Proficiency with basic computer applications and scheduling systems.
-

Success Measures

A successful A-Kids Coordinator will:

- Build and maintain a healthy, engaged volunteer team.
 - Create a safe and welcoming environment for every child.
 - Foster meaningful relationships with families.
 - Ensure ministry programs are organized, effective, and spiritually impactful.
 - Support the church's vision by helping children and families take next steps in their faith journey.
-

Education

High School Diploma Required

Staff Expectations

Ascent Church staff agree to...

- Support the Lead Pastor and fellow team members with their words and actions.
- Attend and support Ascent Church services and events.
- Faithfully represent Christ in all areas of their lives (to the best of their ability).
- Tithe (or make steps toward tithing) to Ascent Church.
- Weekly Schedule
 - Sundays: 7:30am to 1:30pm

- Mondays: 9:00am-4:00pm
 - Tuesdays: 9:00am-4:00pm
 - Wednesdays: 9:00am-4:00pm
 - Thursdays: 9:00am-4:00pm* (*WFH Optional*)
 - Friday- Saturday: Closed
-

About Ascent Church

Ascent Church has been honored to serve the city of Virginia Beach since our founding in the Fall of 2017 by Pastor Thomas Lane, through a partnership with the Association of Related Churches. Our church reaches families and individuals from all areas of Virginia Beach. We are committed to reaching all ages and backgrounds—regardless of where they are in their journeys—to feel welcomed, comfortable and loved.

The name, “Ascent Church,” comes from a group of Psalms (120-134) each referred to as a “song of ascents.” God’s people sang them as they climbed upward to Jerusalem to worship. It is a picture of community and people from all walks of life seeking God together. It is about discipleship and growth. Just like climbing a mountain, this is a lifelong process. It emphasizes that we have not yet “arrived.” We are all a work in progress. We are on the journey upward.

We are honored by your interest in this position. To apply please complete the [online application](#) and include both your resume and references.