



St Paul's Castle Hill Volunteer Job Description

ROLE TITLE: KIDS ALIVE TECH LEADER

Our St Paul's mission is to bring people to Christ, build them in Christ, and send them out for Christ.

MINISTRY HEAD: Brayden and Sam (Volunteer)

STAFF MINISTRY LEADER: Linda Stephens (Children's Minister)/ Naomi Pigot (Assistant Children's Minister)

VISION/GOAL FOR THIS ROLE: The purpose of our Children's Ministry is to lead children across SPCH in accordance with our strategy of Bring, Build, & Send so that they are transformed into age-appropriate disciples of Jesus.

Provide quality sound and visuals to support the word ministry to children in our parish.

TIME COMMITMENT: Rostered (every 2nd/ 3rd week). 9.30-11.30am, plus time during the week to view PCO to plan for what's ahead (10 mins).

KEY REQUIREMENTS:

You must

- Hold a current wwcc (volunteer or employed)
- Complete a SMC (Safe Ministry Check).
- Complete Safe Ministry Course (completed online and refreshed every 3 years).
- Agree to sign on for a year minimum.

CHARACTER:

- Value and be growing in a relationship with Jesus
- Be punctual & prepared for Kids Alive
- Be faithful in serving as part of a team.

CONVICTION:

- Be actively engaged in the life of St Paul's church, through regularly attending a service and small group (at least 6 months prior)
- Agree with SPCH Vision, Mission & Statement of Beliefs (<https://stpauls.church/what-we-believe/>)

COMPETENCY:

- I will use my gifts and talents that God has given to me for His glory.
- I will be thankful and praise God in all things, big and small.
- I will not settle for mediocrity.

KEY TASKS AND RESPONSIBILITIES:

- Arrive at 9.30am to MEET in the CEC - room 3 to prepare and set up.
- Be warm and WELCOMING to all children who come to the program.
- Turn equipment on.
- Set up microphones
- Set up playlists and Pro presenter following the PCO order of service.
- Turn on projectors.
- Trouble shoot any problems.
- Enable the 2 children's services to flow smoothly through technology support.

Preparing

- Please review Planning Centre Office (PCO) before coming so that you will know what the morning will look like.
- Be trained under a current leader before serving alone.

TRAINING AND SUPPORT:

- You will be provided with a tech leader who will give you support and direction. On the job training. This informal learning will happen naturally in your rostered week. Joel Hingston is sometimes available (production manager) to help with any difficulties that may arise).

AFTER Kids Alive

- Pack the tech desk down by following instructed procedures
- Make sure all blinds are down.
- CLEAN the desk area of any papers or rubbish left.