

Title:	Preschool Ministry Curriculum Writer
Reports to:	BKids Curriculum Coordinator
Status:	Adjunct (10 hours per week), Non-exempt
Schedule:	Flexible remote work with some in-office hours for meetings. Occasional Sundays.
Value to the team:	Your heart beats for helping preschool kids understand the Bible and grow closer to God in a way that's just right for them. As an integral member of our team, you are part of creating and supporting the content kids experience through Blackhawk Kids.

Responsibilities

➤ Preschool Ministry Curriculum Writing

BKIDS ONLINE: SERIES PLANNING & SCRIPT WRITING

- Work with the Core Curriculum Team to develop and align the series' "big idea," Bible stories, and life applications. Share age-appropriate insight specific to preschool kids.
- Help write scripts. Keep a multicultural lens with writing, images, and activities.
- Help review video drafts, as needed.

IN-PERSON PROGRAMMING: CURRICULUM WRITING

- Adapt the Blackhawk Kids Online teaching video script into a meaningful in-person experience.
 - Write Room Host script for large group time.
 - Write Small Group Leader curriculum for small group time.
 - Connect with Curriculum Coordinator to review and edit drafts.
 - Provide final curriculum for timely printing, distribution, and uploading.
- Choose activities that enhance the lesson.
 - Work with Project Assistant to create activities, as needed.
 - Work with Curriculum Coordinator to ensure supplies/crafts/activities are ready for BKids Craft Team to prepare and distribute.

➤ Teamwork

- Serve as an active member of the BKids Core Curriculum Team.
- Once per series, attend Preschool Ministry in-person programming to observe and evaluate.
 - Occasionally serve as a Preschool Ministry Room Host/Small Group Leader.

Qualifications & Skills

Stable, mature, growing disciple of Jesus Christ, committed to the values of Blackhawk Church
Detail-oriented person who can plan, schedule, and ensure timely completion of quality deliverables
Has a strong grasp of writing and editing
Has knowledge and understanding of developmentally appropriate language for kids
Receptive to feedback and has a desire to continue learning and growing
Exercises mature and independent judgment with confidentiality and tact
Values multicultural ministry
Has computer skills and proficiency in Microsoft suite

About Working at Blackhawk

At Blackhawk Church, we want to build a loving community that follows Christ in order to reach a community that is lost without Him. On Blackhawk staff, we consider it an honor and privilege to take part in this mission.

Our staffing philosophy is simple: connect people to roles they'll thrive in. Our hope is to – as much as is feasible – ensure people's skill, experience and passion align with their role so that they're not just doing the job but thriving in it. Our staff culture values collaboration, coaching/development, humble service and healthy relationships. Our team works really hard, and we have fun doing it. Lastly, we aim to provide a competitive benefit package, and we offer flexibility in schedule when possible and practical.

We are an Equal Opportunity employer committed to growing a diverse staff. We don't just accept ethnic and cultural difference – we celebrate it, we support it and we believe it's what God envisions.

To apply, visit blackhawk.church/jobs.