

Title:	Blackhawk Kids Special Needs Coordinator
Reports to:	Associate Director of Blackhawk Kids
Status:	Adjunct (4 hours/week), Non-exempt
Work Schedule:	Sunday mornings as needed for on-ramping new volunteers and families; Remaining hours are flexible, and some may be done remotely.
Value to the Team:	You care deeply about building a community where kids can grow spiritually and connect relationally on their journey to become more like Jesus. As an integral member of our team, you ensure a safe and engaging spiritual environment for children with special needs.

Responsibilities

➤ Special Needs Ministry

- Recruit and oversee the on-ramp of an Includer volunteer team.
 - Coach and support Includers, offering additional training, resources, or brainstorming related to the children they serve. Be present onsite the mornings a new Includer is training (approximate timeframe: from 8:15 am huddle through the volunteer's service hour).
 - Develop ideas for training Includers and other volunteer roles that intersect.
- Connect with parents, children, and volunteers to develop a plan for each child with special needs who desires to be part of BKids.
 - Manage Includer scheduling.
 - Equip Includers to communicate with families.
 - Be an onsite presence to oversee the implementation of the plans put in place.
- Champion Special Needs, ensuring a well-equipped ministry that is a cohesive part of BKids.
 - Research and identify best practices for caring for kids with special needs on Sundays. Connect with other churches to learn about their ministry to kids with special needs.
 - In collaboration with the Associate Director of BKids and site coordinators, envision the future of Special Needs Ministry, and implement incremental, sustainable steps forward.

➤ Teamwork

- Collaborate as a member of the Blackhawk Kids Team to:
 - Implement events and trainings,
 - Participate in ministry evaluation, goal setting, and direction.
- Meet biannually for coaching with the Associate Director of BKids.

Qualifications and Skills

Stable, mature, growing disciple of Jesus Christ, committed to the values of Blackhawk

Team leader, with the ability to recruit and develop volunteers and leaders

Experience working with children with special needs

Demonstrated ability and success in coordination

Teachable and flexible attitude, exhibiting a spirit of joy and helpfulness

Excellent interpersonal skills, and exercises mature and independent judgment, confidentiality, and tact

Values multicultural ministry

Children's Ministry experience preferred

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 to eligible roles, 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.