

Title:	Blackhawk Kids Special Needs Coordinator
Reports to:	Associate Director of Blackhawk Kids
Status:	Adjunct (4 hours/week), Non-exempt
Work Schedule:	Onsite 2-3 Sundays per month for one hour (and during some service hours, as needed), typically at Brader Way. Remaining hours flexible and can be remote.
Value to the Team:	You ensure a safe and engaging spiritual environment for children with special needs.

Responsibilities

➤ Blackhawk Kids Special Needs Ministry

- Oversee the Special Needs volunteer team across BKids at all sites.
 - On-ramp and train new volunteers.
 - Manage scheduling.
 - Coach and support volunteers, providing additional training or resources as needed.
- Connect with parents, children, volunteers, and BKids staff to develop, communicate, implement, and maintain plans for children with special needs who desire to be part of BKids
 - Equip 1-1 volunteers to communicate with families.
 - As needed, be an onsite presence to implement, oversee, and revise plans that support children and volunteers.
- Collaborate with the Associate Director of BKids to ensure a sustainable Special Needs framework that's a cohesive part of BKids.
- Other duties as assigned.

Qualifications and Skills

Stable, mature, growing disciple of Jesus Christ, committed to the values of Blackhawk
Experience working with children with special needs and developing support plans
Demonstrated ability and success in coordination, organization, communication, and coaching
Teachable and flexible attitude, exhibiting a spirit of joy and helpfulness
Values multicultural ministry

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.