

**Department:** Hope Kids

**Position:** Curriculum Lead

**Campus:** Central

**Hours:** 25

**Reports to:** Associate Director of Hope Kids

Hope Kids, the children's ministry of Hope Church (EPC), is seeking a part-time Curriculum Lead.

**Main Areas of Emphasis:**

- Develop age-appropriate small group curriculums for 3 year old's - 5th graders
- Generate large group scripts for 3-5 year old's, K-1st and 2nd-5th graders
- Lead prep teams who package supplies for all campuses
- Observe small and large group experiences at all campuses to ensure quality
- Serve in Preschool and Elementary environments during Sunday services as needed
- Maintain annual supply and curriculum budgets

**Weekly:**

- Attend weekly Hope Kids team meeting
- Attend weekly all-staff devotion (Flexible)

**Monthly:**

- Participate in monthly team meeting to preview the next month's curriculum and experiences that will take place on Sundays in Hope Kids
- Attend monthly all-staff meeting on the first Wednesday of each month

**Annually:**

- Participate in Hope Kids events (Family experiences, Jingle Jam, Easter, Christmas Eve, Volunteer Gatherings, etc)
- Professional development conference (Orange Conference in Atlanta, GA)

**The Ideal Candidate:**

The ideal Curriculum Lead will have a background in curriculum development or lesson planning, have strong verbal and written communication skills, understand the way kids learn at every phase and have a high value on innovation, wonder, organization and excellence. Must be able to effectively communicate to kids.

*\*Sunday hours required, but flexible.*