

# MIDWEEK CHILDCARE COORDINATOR

Flatirons Church | Support and Development | Based in Lafayette, CO

## REPORTS TO:

Lead Kids Ministry Pastor

## CLASSIFICATION:

FULL-TIME // SALARY // NON-PASTORAL // ON-SITE // MON-FRI // INCLUDES HOLIDAY, WEEKEND, AND EVENING HOURS.

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## WHY THIS ROLE MATTERS

Flatirons isn't just another church, and this isn't just another job. We're building something that demands attention and drives action. If you have a desire to help build a "No Matter What, No Matter Where" culture that inspires others to follow Jesus, we want to hear from you.

### RAW AND REAL. FUN. INNOVATIVE

Midweek events are a primary way families can step into what's next for them in their relationship with Jesus. This role ensures those experiences happen with excellence and consistency across every campus. Through strong leadership, thoughtful programming, and disciplined systems, this leader creates environments where children are not only safe and engaged, but also known, loved, and spiritually formed.

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## WHAT YOU BRING

### PERSONAL QUALIFICATIONS:

- Submits your life to God and the authority of His Word.
- Model a commitment to developing the character of Christ.
- Understand and support Flatirons' vision and values; filters decisions through that lens.
- Embrace key values integral to Flatirons staff culture: integrity, honor, and mission.
- Exemplify qualities core to Flatirons' DNA: humility, vulnerability, authenticity, and humor.
- Willingness to take calculated risks or try unconventional ideas to yield impactful results.
- Committed to continual growth—spiritual, personal, and professional—and invests in the growth of others.
- Uses humor and relational connection to lead well and build a strong team culture.
- Agreement with the Flatirons Community Church Statement of Faith and Staff Lifestyle Covenant.

### PROFESSIONAL QUALIFICATIONS:



- Minimum of 5 years of experience in early childhood education, elementary education, or child development environments.
  - Proven leadership experience managing, coaching, and developing staff and volunteers.
  - Strong understanding of child development, social-emotional learning, and age-appropriate educational practices.
  - Experience implementing curriculum and developmentally appropriate learning strategies across multiple age groups.
  - Skilled in building strong relationships with children, families, staff, and community partners.
  - Excellent verbal and written communication skills, with the ability to engage families and collaborate across teams.
  - Experience leading training and instructional coaching opportunities.
  - Ability to create welcoming and relationship-driven environments for children and families.
  - Strong organizational, project management, and problem-solving skills, with attention to detail.
  - Ability to work independently while contributing positively to a team-centered culture.
  - Passion for fostering healthy development, lifelong learning, and community connection.
  - Proficient in managing multiple priorities while maintaining professionalism and excellence in service delivery.
  - Coordinates cross-team use of shared program spaces and resources, proactively managing communication, resolving conflicts, and fostering strong relationships between childcare and campus staff through high emotional intelligence, resilience, and collaborative problem-solving.
  - Demonstrated commitment to continuous learning, growth, and educational excellence.
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## WHAT YOU'LL DO

- Recruit, train, and develop childcare team members to lead and support midweek children's ministry programs, ensuring alignment with the overarching kids ministry vision and values.
- Hold team members accountable through clear expectations, regular check-ins, and performance feedback to maintain excellence across all campuses.
- Oversee staffing and scheduling, ensuring all environments are appropriately resourced.
- Plan and execute weekly programming, creating engaging, age-appropriate environments for children that are scalable across multiple campuses.
- Maintain consistency of ministry standards ("Fixed") across all locations, ensuring a unified experience for kids and families.
- Ensure safety and security of all children, implementing and enforcing best practices, policies, and procedures.
- Lead and manage adult midweek childcare team members.
- Provide pastoral care and support to team members, demonstrating the ability to love, guide, and shepherd.
- Coordinate and oversee contractors or specialized roles, ensuring alignment with ministry goals and operational standards.
- Drive administrative excellence, including systems management, communication, reporting, and organizational processes that support ministry effectiveness.
- Continuously evaluate and improve ministry operations, identifying opportunities to simplify, streamline, and maximize impact.

## COMPENSATION & BENEFITS

- **STARTING SALARY** \$48,000 - \$52,000 – We recognize the value of your skills and dedication as we work together to bring the awesome life of Christ to a lost and broken world. Our salary range is designed to reflect your expertise and commitment to our mission.
- **HEALTH COVERAGE** – Enjoy peace of mind knowing you're covered. We offer competitive Health, Dental, and Vision Insurance for you and your family through Flatirons. You can also customize your coverage with optional buy-up options, including voluntary insurance coverages, ensuring you're supported in every aspect of life.
- **TIME OFF** – We believe in the importance of rest and renewal. You'll receive 3 weeks of Paid Time Off (PTO) each year to recharge, plus an extra week after Christmas services so you can truly unwind and spend time with loved ones.
- **RETIREMENT** – Your future matters as we work together to share Christ's love. Take advantage of our 403(b) retirement plan with a generous matching contribution of up to 10% of your salary, so you can plan for tomorrow today.
- **ACADEMY DISCOUNT** – We're committed to your growth and the growth of your family. That's why we offer a tuition discount at Flatirons Academy to support your kids' faith and learning.