

Regional Coordinator (United States)

Crossroads Kids Club

At Crossroads Kids Club, we care deeply about impacting the next generation by introducing children to Jesus and connecting them to caring leaders. We find joy in serving our church volunteers and our financial partners. We are committed to one another and strive to be a spiritual community that seeks the Lord together.

Position Aims

- To promote and launch new clubs by connecting with prospective church partners, recruiting volunteers, and walking them through the process from learning to commitment.
- To assist in a variety of regional events. Examples include vision dinners, financial partner events, and leader retreats.
- To encourage and support existing clubs in quality and impact, which entails maintaining the health of strong volunteers, improving attendance and growth within local clubs, and increasing the depth and breadth of financial support in your region.

Core Functions and Responsibilities

Support Crossroads by connecting with new church partners. (40%)

- Assist with the development of lists for prospective churches.
- Assist with maintaining an electronic database to manage and track contacts and relationships.
- Utilize phone calls, texts, and emails to build and drive attendance to informational events.
- Conduct face-to-face and online meetings with church leaders to relay information about Crossroads and secure new club launch commitments.
- Manage relationships and communication with church leaders, in order to move them toward a commitment to starting a club and to prepare team leaders for a great equipping experience.
- Assist with the training retreat team experiences in your city and provide coaching and support to prospective club leaders both before and after the retreat.

Support Crossroads by increasing the financial impact of donor partnership in your region through vision dinners and other events. (40%)

- Assume primary responsibility for growing the attendance at events by 15-20% from one year to the next.
- Oversee table hosts and the invitation process, along with researching venue options for various events.
- Secure three local testimonies for the dinner program (two children and one financial partner).
- Assess overall success of the event and make recommendations for future improvements.

Support Crossroads by retaining relationships with current clubs. (20%)

- Provide continuing support and encouragement for existing clubs with regular communication.
- Help assess the overall success and quality of existing clubs, and collaborate with the Ministry Growth Director on ways to further the impact of Crossroads in your region.
- Visit each club in your region at least one time per year.
- Provide photos and stories to share with donors and volunteer leaders.

Time Investment

- Part-Time: 8-12 hours per week

Relationships

- Reports to Ministry Growth Director
- Relates and collaborates with all team members and Crossroads staff, especially other regional coordinators
- Develops relationships with pastors and financial partners in view of launching new clubs and growing ministry impact.

Competencies Required

Written Communication Skills

- *The ability to express ideas and give instructions clearly and consistently in writing.*

Oral Communication Skills

- *The ability to express oneself clearly in conversations and interactions with others, as well as give compelling presentations in front of an audience.*

Flexibility

- *Openness to different and new ways of doing things; willingness to modify one's preferred way of doing things.*

Contextualization

- *The ability to take best practice ideas and adapt them effectively in a variety of cultural, geographical, and socioeconomic contexts.*

Taking Initiative

- *Identifying what needs to be done and doing it before being asked or before the situation requires it.*

Building Collaborative Relationships

- *The ability to develop, maintain and strengthen partnerships with others inside or outside the organization who can provide information, assistance and support.*

Experience and Skills Required

- Deep love for Jesus and His Church, and a commitment to the organization's Statement of Faith and Statement of Christian Conduct
- Ability to think and operate in accordance with the organization's core values
- 3+ years of experience working with children (experience in a Crossroads Kids Club preferred)
- Presentation skills (public speaking and small group meetings)
- Comfort and ability working with a variety of people across cultures and age groups
- Basic software/technical skills. Examples include:

- Zoom/Google Meet/Teams
- Google Workplace applications (e.g. Docs, Sheets, Google Drive)