

WESLEYAN KIDDIE KOLLEGE

DIRECTOR SEARCH [info packet]



family
community
church



A MESSAGE FROM

Pastor Jareb

Hello!

On behalf of the FCC Family, we are thrilled that you are interested in joining our team!

When Sarah and I moved to Warrenton to pastor this church, we knew that God had something special in mind – but we had no idea just *how* He was going to do it! Over the last 18 months, I have led our ministry to ask a series of tough questions designed to make us re-evaluate our priorities. As a result, our commitment to seeing people transformed in Jesus is stronger than ever before.

Our mission is simple: we want to “Grow God’s Kingdom through Our Community.” We will help make disciples of Christ by communicating the two most important truths a person will ever discover: The Gospel of hope and a future with purpose. The Gospel transforms us, and purpose gives us a reason for being – and they are both found *only* in Christ.

The next director of Wesleyan Kiddie Kollege will not only embrace these fundamental truths but work to instill them in the hearts of the children we are entrusted with. Your passionate love for Jesus will also drive you to disciple the amazing team of teachers and support staff that are essential to the success of WKK. Your background in children’s ministry or daycare will ensure the success of a thriving business that is ready for new growth under the right leadership.

The relationship between Family Community Church and Wesleyan Kiddie Kollege is a special one, as is the partnership between the WKK director and the FCC pastor. This unique ministry role has the potential for unbridled Kingdom impact and is an amazing opportunity for the right individual. If you think that’s you, I’d love to chat. First, scan the QR code below for a special message that describes exactly who and what we’re looking for. Then, feel free to send me an email or text message anytime – I’ve left my contact information below.

God bless you, and I look forward to meeting you.

Jareb Collins
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church means family.

Wesleyan Kiddie Kollege Director

The scope of responsibilities for this position are broad, but the primary emphasis is partnership with Family Community Church to **“Grow God’s Kingdom through Our Community.”** WKK will support this mission by providing excellence in education and care according to biblical principles.

Personal characteristics:

1. Committed to a life of active, intentional discipleship and cooperation with the calling of God
2. The consistent modeling of Christ-like character, integrity, humility and servanthood
3. A commitment to team-oriented success
4. A commitment to personal leadership development
5. Committed to modeling the mission statement of Family Community Church: **“Growing God’s Kingdom through Our Community”**

Responsibilities include:

1. Be the chief advocate to support the mission of Family Community Church and Wesleyan Kiddie Kollege: to **“Grow God’s Kingdom through Our Community.”** Disciple-making is the primary mission and cornerstone for all work and ministry activities that will take place on the WKK campus. This includes being available to all children, staff, and parents as the ministry needs/opportunities arise.
2. Prepare, plan, and submit all budgets and reports to the appropriate teams at the appropriate times of the year, including:
 - a. Budgets for fiscal year, summer day camp, monthly personnel reports
 - b. Revised budget submitted in September with accurate numbers for the new school year
 - c. Annual Director’s Report
3. Ensure that all children, programming, teachers, and facilities are in compliance with state standards including:
 - a. Yearly immunization reports
 - b. CPR/basic first aid classes
 - c. Fire inspection with Fire Marshal
 - d. Teacher training and professional development for the purpose of attaining/maintaining licensing
 - e. Kindergarten screenings with *Parents as Teachers*
 - f. Kitchen inspection



4. Lead all staff as relates to the ongoing ministry of WKK, including:
 - a. Recruiting, interviewing, and staffing of all WKK personnel
 - b. Scheduling of staff, ensuring proper ratios and last-minute coverage
 - c. Approving vacation and time-off requests
 - d. Establishing and maintaining of personnel files
 - e. New teacher/staff orientation
 - f. Yearly evaluations of all staff
 - g. Staff Christmas banquet events/gifts
 - h. Lead at minimum 4 quarterly staff meetings to train, encourage, and cast vision
5. Review all handbooks, policies, and procedures for WKK including:
 - a. Summer day camp handbooks
 - b. Employee handbooks
 - c. Parent registration schedules
6. Promote healthy relationships between all staff, parents, and students through:
 - a. Inter-staff conflict resolution
 - b. Communication/mediation between staff and parents
 - c. Meeting with parents to discuss student educational progress, behavior/conduct, etc.
7. Promote and advertise Kiddie Kollege in the community, including monitoring of social media presence ensure a positive public reputation
8. Meet weekly with Pastor and church staff for programming, leadership development, and accountability
9. Communicate with church trustees on all facility-related matters
10. Actively promoting, inviting parents and students to attend and participate with the ministry of Family Community Church, as appropriate





To our amazing church family,

Recently, Sharlla Brandwein announced her desire to step down from leading WKK at the end of the current school year (May 28th, 2021). With more than 25 years of service, Sharlla has built WKK into the phenomenal program that it is today – the #1 child care provider in all of Warren County! Needless to say, she leaves some big shoes to fill.

During this time of transition, you may have questions as to what comes next. Along with the support of our Local Board of Administration, I will personally lead the search committee that will select our next director. This role is critical to the ministry that happens at WKK; as such, our leadership team is intent on finding “God’s absolute best” in Sharlla’s replacement.

During this process, we will be looking for candidates that demonstrate three vital qualities:

1. A passionate relationship with Jesus Christ
2. A deep love of children
3. A specific skillset and background in childcare

I have created an introductory video for this search that will be available for candidates to review prior to applying. It details exactly who and what we are looking for in our next director. I have included a QR code below that will take you to a preview of this video.

Please pray for our search committee during this season! I often say that the ministry of Kiddie Kollege is the “brightest star in our sky,” so we need your support in this process. The bridge between WKK and the church enables us to minister to hundreds here in our wonderful community, and the right leader is paramount to our continued success.

Trusting in Jesus,

Pastor Jareb





If you are interested in applying for this position, please submit a copy of your resume to pastor@fcconline.church

Pastor Jareb will personally follow up with every applicant. God bless you on your ministry search!

