

SPECIAL NEEDS COORDINATOR

JOB DESCRIPTION

Department: Kids Ministry

Direct Report: Kids Pastor

MOUNTAINTOP'S VISION

WE INVITE AND EQUIP PEOPLE TO FOLLOW JESUS.

Mountaintop Church is a non-denominational, contemporary church in Birmingham, AL. From its founding in 1992, Mountaintop's mission has been unchanging. Our heart is to be a place where all people hear the truth that God is FOR them as they experience that we are FOR them. So that together we can be a force FOR BIRMINGHAM.

SUMMARY OF ROLE

The role of the Special Needs Coordinator is to develop and maintain a system that helps our families who need additional support to feel welcome and cared for. This system will include the use of 1:1 aids known as Buddies.

We believe that every child deserves the chance to experience, learn about and grow in the love of Jesus in a fun and safe way. The Special Needs Coordinator will recruit, train, and maintain a team of Buddies to offer support to children who need additional help in the Sunday morning environment.

In addition, the Special Needs Coordinator will communicate with parents, collaborate with Small Group Leaders and with the care team as needed.

SUMMARY OF RESPONSIBILITIES

- Recruit, train and maintain a team of Buddies
 - Identify potential new team members
 - Train and develop team members
 - Schedule team members
- Communicate with Age Directors
- Communicate with Parents
- Join occasional training events

TIME COMMITMENT

15 hours

FOR ONE. FOR FAMILIES. FOR BHM.



**MOUNTAIN TOP
CHURCH**