

# PRESCHOOL SMALL GROUPS COORDINATOR

SOUTHSIDE CHURCH PEACHTREE CITY  
PART-TIME

## PURPOSE STATEMENT

The Preschool Small Groups Coordinator inspires families to follow Jesus by creating and managing a strong volunteer and small group culture within Waumba Land.

## KEY ATTRIBUTES

- Above reproach; mature in Christ-like character
- Leader with high capacity for tasks and relationships
- Highly values excellence
- Ability to be organized; plans and manages time and tasks effectively

## REPORTS TO

Preschool (Waumba Land) Director

## WORK HOURS

20 hours per week, Sunday-Thursday

## HOURLY PAY / SALARY

Based on Education and Experience

## RESPONSIBILITIES

Create a strong culture that makes volunteers love serving in Waumba Land by:

- Recruiting volunteers
- Training volunteers
- Leading volunteers
- Developing volunteers

Create an Irresistible Sunday Morning Environment by:

- Maintaining a volunteer schedule
- Managing relevant systems and databases
- Overseeing the preparation of curriculum
- Ensuring Small Group rooms and entire environment is resourced and ready for Sunday.

Support the Waumba Land Director by:

- Assisting in the maintenance of a budget
- Event planning and execution



**SOUTHSIDE  
CHURCH**