

NEXTGEN ACCESSIBILITY COORDINATOR

Overview:

Eastbrook Church has always welcomed children and adults with disabilities into the fellowship and life of the church. In the Fall of 2019, however, a group of specialists, along with the Senior Director of NextGen Ministry began a more intentional effort to welcome, identify, and support those families who have children with special needs. To continue developing this ministry, we are seeking an Accessibility Coordinator who will be responsible for representing the ministry to the church body, to welcome new families, assess their child's needs, and provide support, which may include the partnering of an adult or youth assistant (or Buddy).

This position is part of the broader NextGen Ministry team, and as such, should reflect the philosophy and goals of the ministry. The Accessibility Coordinator will collaborate with all members of the NextGen staff team to best develop meaningful engagement for children and students with special needs across all developmental levels.

Employment Information:

This is a part-time, non-exempt, hourly position, approximately 15 hours/week; Must maintain regular (though flexible) office hours as well as Sunday mornings and occasional weekend or evening hours. Salary is dependent on experience, skills, and education.

Reports to:

Senior Director, NextGen Ministry

Responsibilities:

- Intake of new families who have a child with special needs, including assessment of needs.
- Recruiting and training Buddies.
- Initiating the contact between new families and their child's designated "Buddy".
- Developing a documented Accommodation Plan for each child with special needs.
- Acting as a liaison between NextGen department coordinators
 - Attending monthly department meetings
 - Attending all staff meetings
- Maintaining the EBC-EBA shared sensory room, cooperating with partners at Eastbrook Academy (EBA) to set policies for the proper use of this room and its resources.
- Maintaining a budget for necessary supplies and resources for children with special needs.
- Advocating for children and students with special needs in the broader church community.

Expansion of Role may include:

- Developing a plan for children to transition well into Student Ministry.
- Networking with other churches to offer respite events 2- 3 times a year.
- Staying current in the field of Special Education, especially as these methods can apply to church engagement.

Qualities and Qualifications:

- Must demonstrate a mature, vibrant, and growing relationship with Jesus Christ.
- Must be an active member or attendee of Eastbrook Church. Must support Eastbrook Church's Statement of Faith, Mission, Vision Objectives, and Code of Ethics.
- Must have experience working with individuals who have disabilities and/or their families.
- Must possess a bachelor's degree in special education (preferred), elementary or secondary education, PT, OT, or Speech Pathology, or social work.
- Must have strong leadership, organizational, and communication skills. Must work collaboratively with other ministry staff and volunteers.
- Must possess working knowledge of Microsoft Word, Excel, and PowerPoint. Experience using Microsoft Teams, Zoom, and social media platforms is beneficial.

Mission of Eastbrook Church:

Every employee at Eastbrook Church is expected to support our mission: *to proclaim and embody the love of Jesus Christ in the city and in the world.*

Vision of Eastbrook Church:

Our vision to accomplish this is through five objectives:

1. Becoming 7

We are aiming to become a more vibrant, diverse, multi-ethnic church with an impact on the city of Milwaukee and the world. *"After this I looked, and there before me was a great multitude that no one could count, from every nation, tribe, people and language, standing before the throne and before the Lamb. They were wearing white robes and were holding palm branches in their hands. And they cried out in a loud voice: 'Salvation belongs to our God, who sits on the throne, and to the Lamb.'"* (Revelation 7:9-10)

2. Growing Disciples

We are aiming to make new disciples and grow current disciples deeper.

"Then Jesus came to them and said, 'All authority in heaven and on earth has been given to me. Therefore, go and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.'" (Matthew 28:18-20)

3. Reaching Out

We are aiming to reach beyond ourselves through missional engagement.

"But you will receive power when the Holy Spirit comes on you; and you will be my witnesses in Jerusalem, and in all Judea and Samaria, and to the ends of the earth." (Acts 1:8)

4. Multiplying Leaders

We are aiming to make leadership growth a priority.

"And the things you have heard me say in the presence of many witnesses entrust to reliable people who will also be qualified to teach others." (2 Timothy 2:2)

5. Church Engagement

We are aiming to increase levels of engagement at Eastbrook Church, as reflected in attendance, service and giving.

"So Christ himself gave the apostles, the prophets, the evangelists, the pastors and teachers, to equip his people for works of service, so that the body of Christ may be built up until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ." (Ephesians 4:11-13)

Please Note:

Eastbrook Church provides equal employment opportunity without regard to race, color, national origin or ancestry, citizenship, mental or physical disability, medical condition, veteran or military status, marital status, age, sex, or any other basis protected by federal, state or local law, ordinance or regulation.

Employment will require successful completion of a background check.

Qualified candidates should email or submit a letter of application, resume, and professional references to HR Manager, Lupe Dueñas, lduenas@eastbrook.org.