



# a united family of faith

## **An Opportunity for Ministry**

Weekday Preschool Director  
Birth to Four-Year-Old

**Broadmoor**



## POSITION DESCRIPTION

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**Title:** Weekday Preschool Director Birth to Four-Year-Old

**Department:** Next Generation Discipleship

**Supervisor:** Preschool Minister

**FLSA Status:** Exempt / Full Time

### Position Summary

The Weekday Preschool Director is the primary person responsible for providing safe and developmentally appropriate programs that are aligned with the Preschool Ministry initiatives.

### Primary Job Responsibilities include but are not limited to the following:

- Primarily responsible for handling day-to-day administration of the Weekday Preschool Ministry (subject to Broadmoor's governance policies), including determination of all schedules, assignment of Weekday Preschool Staff responsibilities, and utilization of office/classroom space and resources.
- Communicate all matters of significance with the Preschool Minister and seek council from the Weekday Preschool Advisory Team.
- Establish Weekday Preschool curriculum and communicate clear objectives to teachers, parents and children.
- Ensure compliance with appropriate county, state and federal laws, rules, and regulations.
- Responsible for operation of the Weekday Preschool pursuant to an approved budget, including the submitting of enrollment fees and tuition to the business administration office, purchase of routine equipment and supplies in accordance with established financial policies and procedures.
- Establish and enforce rules for behavior, and procedures for maintaining order.
- Provide training and monitoring of emergency procedures and protocols.
- Create a work environment where the safety of teachers, children and volunteers are priority.
- Train and supervise the Weekday Preschool Staff by holding regular meetings, mediating minor disagreements, and assisting in the classroom when necessary.
- Conduct Weekday Preschool Staff performance evaluations (in conjunction with Human Resources).
- Arrange for substitute help for the Weekday Preschool Staff (and serve as a substitute as needed).
- Coordinate recruitment and hiring to fill Weekday Preschool Staff vacancies and make hiring recommendations to the Weekday Preschool Advisory Team and Human Resources.
- Maintain a posture of availability and service to all parents and staff, taking advantage of ministry opportunities as they arise and serving as a representation of a Christian leader.
- Assist and support coordination of WOW Week activities.
- Partner with Preschool ministry leadership to provide ministry support throughout the summer. Assist in with other Preschool duties as directed by the Preschool Minister.
- Serve as coordinator for special event childcare as required by ministry staff. Excludes regular Wednesday night and Sunday morning childcare.

## Key Requirements for Success

- Proven experience in early childhood development.
- A mature Christian who demonstrates the Fruit of the Spirit, is growing in their faith and is committed to spiritual disciplines such as Bible reading, prayer.
- Ability to organize, focus and multi-task.
- Leadership/experience in managing a large staff.
- Ability to collaborate, cooperate and function well in a team environment.
- Possess background and education required of Child Care Directors by MS Dept of Health (ref Miss. Code Ann. §43-20-8. rule 1.5.3)
- An active member of Broadmoor Baptist Church is preferred but not required.



## OUR MISSION

**We are a United Family of Faith  
Joining Jesus on His Mission  
for the Glory of God and the  
Good of our Communities**

**Our Mission** answers the question:  
*"What we will do and what we will be?"*





## OUR VALUES

### **We Submit** to God's Word

The Bible is the good news of Jesus and the authority for all areas of life because of its power to transform and shape us from the inside out.

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### **We Pursue** Reconciliation

Just as we have been reconciled to God through Jesus, we are called to be ambassadors of the grace, forgiveness, and reconciliation that was shown to us, bringing God's compassion and healing power into a broken world.

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### **We Equip** Disciplemakers

We equip every generation to walk alongside others so they move from simply believing in Christ to being a mature disciple who makes disciples.

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### **We Run** to the Hurting

Our community actively looks to serve those struggling on any level, whether in the seat next to us or on the streets around us, we are not passive in serving those in need.

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### **We Cultivate** Healthy Relationships

When we live life alongside fellow believers we are able to know and be known, giving and receiving the encouragement necessary to live out our calling and witness in this world.

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### **We Live** Generously

We strive to be a community that models God's love through tangible expressions of generosity that bless people and bring glory to God.





# 1953

## OUR HISTORY

The congregation of Broadmoor began meeting over 65 years ago following the rapid expansion of the City of Jackson after WWII. The church was a mission plant of the First Baptist Church of Jackson and was chartered as an independent congregation in January 1953. Membership quickly grew, eventually securing a tract of land on

Northside Drive, where it met until moving to its Madison location in January of 2000. Six lead pastors have served Broadmoor from its inception to the present day. Multiple ministries touching the lives of countless people have made a Kingdom impact locally, nationally, and globally over the church's six-plus decade existence.



### The Move to Madison

With a total membership of over 6,000 people and weekly worship attendance averaging over 1,600 attendees, Broadmoor Baptist Church is a multi-structure campus of roughly 215,000 square feet of space located on 35 acres on Highland Colony Parkway in Madison, Mississippi.

### A Church Focused on Mission

Always a mission-minded church, Broadmoor supports local, North American, and international ministries. Our church and lead pastor launched "The Go Campaign" in 2011. During "The Go Campaign" and the subsequent "GO 2.0" initiatives, our church leadership challenged every member to commit up to one month to serving on mission by 2020.



### Creation of the Church Council

In 2017 and 2018, the Deacon Executive Council and Executive Pastors (with feedback from the Deacon body) led our church through a comprehensive review of all polity, processes, and policies. This review resulted in the creation of a Church Council, which has led to positive changes for our congregation, the representation of lay members, and church governance. Our church congregation approved new bylaws on February 18, 2018, and formally adopted operational policies and the Personnel Policy Manual in January 2018.



**Josh Braddy**

LEAD PASTOR

2020

## A New Era for Broadmoor

On June 21, 2020, Pastor Josh Braddy became Broadmoor's 6th Lead Pastor, ushering in a new era for Broadmoor. Since that day, God has blessed Broadmoor with successfully navigating COVID restrictions, resuming regular activities on the Madison campus, and paying off the church's outstanding debt. Considering the uncertain climate of the culture and economy during those times, we recognize God's faithfulness to Broadmoor in this season of ministry.

## A New Brand and Visual Identity

In April 2022, Broadmoor revealed a new branding strategy for the church that focused on clearly articulating our mission, identifying core values, defining strategy, and understanding how to measure success. We believe this process better aligns the people of Broadmoor with shared values and methods to reach the community more effectively. Under God's faithful direction, Broadmoor is prayerfully looking toward the future that awaits us as we strive to be more and more like Christ.







## OUR COMMUNITY

**The campus of Broadmoor Baptist Church is located in the city of Madison in Madison County.**

Madison is in central Mississippi and is a suburb of Jackson, the capital of Mississippi. Family Circle Magazine named Madison one of the top ten cities to live in the United States, and for the past three years, Madison has been named Mississippi's best city. Madison prides itself on both safety and quality of life for citizens.

### Madison County Schools

There are many opportunities for quality education. The Madison County Public School System has an A rating and is our state's 5th largest school district. Other options in the community include private, college preparatory, Christian schools, and a strong homeschool community. Our area also has many preschool and Mother's Morning Out programs, including Broadmoor's Weekday Preschool for three and 4-year-olds.

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### Shopping, Dining and Entertainment

Madison County offers a variety of shopping, dining, entertainment, and healthcare options for all ages. Located just off the interstate, Renaissance at Colony Park in Ridgeland is an outdoor shopping experience with some of the finest retail and dining in the metro area. When it comes to dining, there is no shortage of both local and national chain restaurants to accommodate any food craving. Farmer's markets, family events, festivals, holiday celebrations, car shows, and movie theaters all offer entertainment and a connection to the community throughout the year.

Within 15 miles of the church's location, there are five major hospitals to serve metro Jackson, many of which have satellite clinics in Madison. Numerous facilities in the area offer varying exercise opportunities and fitness workouts. The Madison and Ridgeland communities have three beautiful and well-maintained parks providing for all sorts of recreational needs, including universal playground equipment and walking trails. Ridgeland also has 14 miles of multi-purpose trails for runners, walkers, and bicyclists. Madison County provides many athletic programs throughout the year, including soccer, basketball, volleyball, football, tennis, softball, and baseball.



# COMMUNITY STATISTICS

Our community report reflects the population within a 15-minute drive of Broadmoor. This area has moderate growth, and in 2016, Madison County was the second fastest-growing county in Mississippi.

<b>Ethnic Breakdown</b>	<b>57%</b> White	<b>38%</b> Black	<b>2.4%</b> Asian	<b>1%</b> Other
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<b>Average Age</b> Late <b>30's</b>	<b>Largest Age Groups</b> 1. <b>35-54</b> 2. <b>5-17</b> 3. <b>55+</b>
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<b>70%</b> Family Households	<b>26%</b> Single Households	<b>\$\$\$</b> Highest Average Household Income in the Area
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<b>Largest Religious Affiliations</b> <b>Protestant</b> Denominations <b>Catholic</b> Affiliation	<b>Religious Community Involvement</b> <b>62%</b> Not Involved <b>38%</b> Involved
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<b>Average Home Price in Madison County</b> <b>\$211,300</b>	<b>Average Home Price in Mississippi</b> <b>\$129,200</b>	<b>Average Home Price in the United States</b> <b>\$219,700</b>
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Madison County cost of living is **3.2%** higher than the national average



## ABOUT OUR

# Family of Faith

### Ages

**10%** 0-12  
**13%** 13-18  
**27%** 19-34  
**34%** 35-60  
**16%** 60+

### Demographics

**10%** Single  
**45%** Married  
**6%** Divorced or Widowed  
**39%** with Children

### Average Weekly Attendance

2,000 in Worship and 1,900 in Groups

## KEY TEAM MEMBER



### Kendra Watson Associate Director

Kendra has served in Broadmoor's Weekday preschool for five years, both as a teacher and the Associate Director. Kendra has also served on the staff of Calvary Baptist Church in Tuscaloosa, Alabama, and First Baptist Jackson. Kendra and her family are members at Broadmoor where they serve in the Preschool and Children's ministries. She and her husband, Thomas, have four children.

# LEADERSHIP & STRUCTURE

## Church Council

The Church Council is Broadmoor's governing body. This administrative board comprises lay leaders, executive staff, and one rotating staff member. Lay leaders are elected every other year. This body monitors the church from a spiritual, administrative, and stewardship perspective.

## Lead Pastor, Executive Pastors, and Senior Staff

The Lead Pastor and Executive Pastors are supported by Council members in their respective areas of responsibility. The Senior Staff ministry team supports, assists, and leads in all aspects of ministry in the church.

## Deacons

The congregation elects the Deacon Body to serve, unify, and lead throughout the church. The Deacons promote peace, harmony, and cooperation among our members by extending pastoral care throughout the congregation and by serving as leaders throughout our ministries.

## OUR STRATEGY

### How does Broadmoor equip church members to live out this mission?"

This simple map helps connect all ministries back to our mission. We think of it as a "3+1" strategy.

**Broadmoor provides 3 weekly settings for members' first steps. These venues equip members with resources and relationships for the journey of disciple-making.**

**1 Worship** | Joining for a worship service positions us to elevate the glory of God rather than promote the value of ourselves.

**2 Groups** | Gathering for a group experience places us with a family of other members, learning to unite around Jesus' priorities rather than disagree over our preferences.

**3 Service** | Rallying with a team of others to accomplish a shared goal situates us to see others' "needs" rather than our "wants."

God works through these shared experiences within the Church Family. At the same time, when hearts are out of alignment, a person can attend worship services, groups, and even serve on great teams and still miss out on the faith-filled life we are all re-created to experience.

The Holy Spirit is the catalyst for real, observable, and lasting life change. He draws one to follow Jesus, changes them to become like Jesus, and empowers each one toward the mission.

The Holy Spirit works inside each person in the three settings, fueled by one daily pursuit of abiding with Jesus.



### +1 Abiding in Jesus

Spending time in spiritual practices "with" Jesus rather than performing "for" Jesus.





# MINISTRIES AT BROADMOOR

Our mission unites us, but we recognize that how each person lives it out may differ based on life stage, skills, and interests. Ministry staff members, leadership teams, and deacon ministry teams work together to create a culture of submission to the Word and Jesus' mission of making disciples. To do so, we set annual goals that require aligned and inter-ministry short-term objectives.

## NextGen

Preschool  
Kids  
Middle School  
High School

## Adults

College  
Singles  
Men  
Women  
Prayer

## Community Impact

Sports  
Prison  
Disaster Relief

## Connections

Frontline

## Creative Arts

Worship  
Communications  
Production

## Care & Support

Counseling  
Support Groups  
Benevolence

## Missions

Local  
North American  
International

