

JOB TITLE: Director of Children's Ministry
ACCOUNTABLE TO: Senior Associate Pastor for Discipleship
PURPOSE: To encourage and enhance the spiritual development of children and families as disciples of Jesus Christ.
STATUS: Exempt; Full-Time

PRIMARY DUTIES AND RESPONSIBILITIES

- Maintain a thriving faith and passionate relationship with Jesus Christ
- Oversee and coordinate Elementary Sunday School and all Ministry Events that teach, grow, and thrive
- Oversee the Exceptional Children's Ministry (shadows and students)
- Coordinate 4th and 5th Grade Ministry with the Director of Children's Worship and Music
- Oversee and collaborate with the Assistant Director of Children's Ministry for the following Children's Ministry Programs:
 - Wednesday Evening programs
 - Summer Programs
- Collaborate with the worship ministry on worship education opportunities for children
- Coordinate with other ministries to ensure the successful integration of children and family discipleship programs
- Supervise and collaborate with the Assistant Director of Children's Ministry
- Collaborate with the Director of Early Childhood Ministry and the Childcare Supervisor
- Guide and direct the Children's Ministry by planning, leading, and staffing programs
 - Recruit and train volunteers.
 - Work with the Children's Ministry staff and council to wisely choose appropriate curriculum for the various programs.
 - Be the primary liaison between staff and Children's Council
 - Support, nurture, encourage and resource all volunteers.
 - Build relationships with children and their parents.
 - Communicate information to parents, teachers, leaders, and staff.
 - Be an integral part of the Family Ministry and participate in staff meetings and events.
- Work as a team with the Discipleship Staff and elders.
- Work with the Children's Ministry Staff and the Senior Associate Pastor for Discipleship to build the annual budget and oversee day-to-day expenses
- Supervise the Children's Ministry Summer Intern

KNOWLEDGE, SKILLS, AND ABILITIES

The Director of Children's Ministry should have the following qualifications:

- Three years of experience in church work or education
- Has led a life of integrity and Christ-centered faith that demonstrates his/her ability to build healthy and responsible family, social and professional relationships
- A dynamic teacher who demonstrates effective listening and communication skills and is comfortable in large and small group settings
- Leadership skills in managing volunteers with the ability to mentor and empower others to develop their spiritual gifts to be applied in the life of the church
- A calling and strong-felt desire to work with children and families

- Is a strong team player, working alongside pastoral staff, administrative personnel and lay leaders
- Has a sense of humor and demonstrates flexibility

PERFORMANCE EVALUATION

The Personnel Ministry in conjunction with the Senior Associate Pastor for Discipleship shall conduct performance evaluations on an annual basis. This same group shall also review compensation for its adequacy and make recommendations for action to the appropriate bodies.

CHANGES/MODIFICATIONS

This job description may be amended under the direction of the Senior Associate Pastor of Discipleship, Senior Pastor, and the Personnel Ministry.