

# **DIRECTOR OF CHILDREN'S MINISTRIES**

## **Job Description**

**Mission Statement:** Every child has value and worth and is to be led to saving knowledge of Jesus Christ and nurtured and encouraged in spiritual growth. Children and families are to be embraced and encouraged to participate in the kingdom of God. Our goal is to develop and lead programs that would lead children to a saving knowledge of Jesus Christ.

### **Purpose:**

To serve as a staff member within a vibrant congregation, working with a committed staff and leadership in order to nurture to children, from birth through 5<sup>th</sup> grade and their family, in the love and grace of Jesus Christ.

### **Duties and Responsibilities:**

- Recruit, train and coordinate workers for Children's Ministry (CM) classes and events, worship services and Good News Club. Works cooperatively with all staff and volunteers.
- Provide a warm, friendly and learning environment for children and families.
- Uses appropriate child development knowledge to best meet the needs of children in curriculum selection, child discipline, classroom grouping, etc.
- Communicates the needs of the children's program to other staff and church leaders as appropriate.
- Visits classes for the purpose of teacher support in order to address any issues or emergencies that arise. Teaches classes as needed.
- Coordinates and provides leadership in developing and implementing a young family outreach ministry focused on children activities.
- Assists Pastor in visiting young church families involved in CM as requested; to consult with parents regarding an issue with their child; and to refer to certified counselors as appropriate.
- Attends meetings with Christian Education, Teachers and Pastor
- Participates in the life and worship of the Congregation.

### **Accountability:**

Working closely with the Senior Pastor and Christian Education. Reporting to Ministerial Board and Co/chairs of Christian Ed. for evaluations.

### **Personal Qualifications:**

Has a personal, active and growing relationship with God through Jesus Christ. Energetic, warm and able to share the love of Jesus to children and their families. Is comfortable with visiting church families involved in the CM. Able to balance work and family. Physically capable of sustained activity. Must be a member of the North Bend Church of the Brethren and in good standings.

### **Professional Qualifications:**

Knowledge and experience in Biblical interpretation, child development (and faith development) and religious educational theory and practice. Maintains confidentiality as appropriate and accountable with church resources. Seeks opportunities to grow professionally.

### **Work Schedule:**

Full or part time (Flex time allowed, consistent with assigned duties). Must be able to travel to and from Butler and Danville site regularly.

This is not an all-inclusive list and may be need changed or updated by the Christian Ed. Committee as deemed necessary or as needs arise.