

Title: Director of Ministries to Children and Families

Primary Responsibility/Scope:

Equip adults to disciple young people in their sphere of influence

Develop and implement family ministry strategy including nursery, children, and youth

Responsibilities:

- Equip Adults
 - Spiritual leadership in the family
 - Train adults to be spiritual leaders in their family
 - Biblical roles for entire family
 - Train adults in discipleship and mentoring
 - Prepare for critical life transitions:
 - Movement from children to 5th/6th grade
 - Movement from 8th grade to High School
 - Movement from High School to Adulthood
- Supervise Youth Ministry
 - Equip youth
 - Provide education and experiences to mature spiritually
- Supervise Children's Ministry
 - Equip children
 - Provide education and experiences to mature spiritually
- Supervise Nursery
 - Employees
 - Toddler Time
- Incorporate church wide teaching when possible

Qualifications:

- Devoted disciple of Jesus Christ
 - Theology and values are in harmony with church mission, vision, and values
- Ministry description is in alignment with personal vocational calling and skills
- Experience in discipleship of children and students
- Ability to teach
- Ability to inspire and organize volunteers
- Effective communicator
- Joy in managing people and processes
- Knowledgeable about resource people, curriculum, and other materials
- Understand child development, culture and family systems
- Committed to faith formation for children and adults
- Basic counseling, decision-making, and referral skills

Education:

4-year degree-Accredited University

Seminary/ministerial education preferred

Tasks:

- Volunteer Management
 - Meet with volunteer leadership heads regularly to pray and plan
 - Cultivate and develop volunteer network of support
- Staff Management
 - Meet with direct reports regularly to plan, follow up and administer performance management
 - Background checks
- Childcare Management
 - Provide childcare as needed
- Design, direct and implement all ministries within scope
 - Preparation for Baptisms and First Communion
 - Vacation Bible School
 - Weekend Training
 - Holiday Events
 - Cornerstone events
- Discipleship Development
 - Research and plan Bible-based education curriculum for Pre-school through 5th grade (plan should be built year to year with the goal that each child may know Christ as their Lord and Savior)
 - Work with Youth Minister to plan and implement curriculum for a formation strategy that dovetails with 5th grade
 - Provide resources and training to help parents implement what they are learning through the Sunday curriculum in the household on a daily basis

Hours/Time Commitment:

50 hours per week

Work week: Sunday - Thursday

Previous Experience (Volunteer or Professional):

Experience in

- Management
- Leadership
- Discipleship
- Budget
- “Generational Faithfulness” ministry paradigm

Prior experience as family ministry leader

Staff Relationships:

Member of Ministry Team

Reports to Associate Rector

Supervises Youth Minister, Administrative Support, Nursery, Toddler Time, Volunteers