**CHILDREN’S MINISTRY DIRECTOR**

**Starting Date:** Immediate

**Hours** - this is a quarter-time position (10 hrs/week; 3-week vacation time)

 - schedule to be determined with the Senior Pastor

**Remuneration** - $15,600 annual salary

**Objective:** to provide oversight of the children’s ministry of the church. This includes working alongside the current leader(s), recruiting others, and equipping them to effectively minister to the children (birth through age 12) of our congregation.

**Responsibilities:**

1. To provide leadership over and organize the children’s ministry during the message part of the Sunday worship service.
2. To recruit and train volunteers to assist in teaching and caregiving for the nursery & children’s classes during the service.
3. To establish a Children’s Ministry leadership team to assist in overseeing this ministry of the church.
4. To develop a weekly schedule for the children’s classes and nursery.
5. To provide curriculum for the children’s classes
6. To coordinate, with the office administrator, the preparation of materials required for the children’s workers.
7. To provide a ministry to children as required during special events of the church (eg. Christmas banquet, Church picnic).
8. To give vision to, and develop further opportunities for the children’s ministry of the church.
9. To provide spiritual care and pray for each of the persons in the Children’s Ministry.
10. To meet regularly with the Sr. Pastor and attend staff meetings as warranted.