

Director of Children's Ministries Job Description

The Director of Children's Ministry (DCM) will manage a growing children's program with the goal of teaching and modeling the Gospel to children in our church and community. The DCM will engage and equip volunteers, parents, and caregivers who serve the children of Grace Presbyterian and build relationships with the families involved in the children's program. The program averages 60-80 children each week, ages six-months to fourth grade.

First Degree Responsibilities

Gospel ministry to and among children through volunteers

Design and deliver creative programming: *Supplement and enhance the children's curriculum weekly through music, crafts, games, and other ways to keep the classroom content dynamic and relevant.*

Equip and encourage teachers and volunteers: *Recruit and mentor, both individually and in small group settings, a confident and enthusiastic team of Bible teachers.*

Build Gospel-community: *Nurture an open, loving, and joyful community among children and their teachers where Jesus is proclaimed and experienced.*

Create opportunities for congregational engagement: *Pursue relationships, events and opportunities that lead the entire congregation to esteem, love, and disciple our children.*

Ministry administration

Communication: *Deliver regular clear communication with parents, volunteers, and congregation including creating content for the quarterly Discipled newsletter.*

Children's Data: *Oversee an accurate data base of the children and parents that are served by the children's ministry.*

Childcare: *Via management of the Nursery Coordinator, oversee a staff of 5-7 childcare providers.*

Curriculum: *Choose new Sunday school and Vacation Bible School curriculum, with support of pastoral staff.*

Maintain a safe and secure environment: *Oversee logistics of Sunday school classrooms and all building related needs associated with children and security. Implement our Child Protection Policy and promote the safety of our children.*

Teaching responsibilities: *Creatively lead children in a large group format approximately 10-12 times/year specifically Christmas, Easter, family retreats and summer months.*

Refining and deepening: *In collaboration with pastoral staff, develop and refine a contextually sensitive family-based model for family evangelism and children's discipleship.*

Second Degree Responsibilities

DCM will help the pastors creatively encourage and engage parents and the entire family.

DCM will work with the youth pastor and rest of staff to create a unified ministry plan. This will include assisting in the planning and programming of family centered and church wide events.

Supporting Practices

Cultivate his/her own spiritual, intellectual, emotional and physical health.

Be a member and active participant of Grace Presbyterian Church.

Employment details

Full time, compensation and benefits commensurate with experience and education.

