



Position Description

Director of Children’s Ministry

Summary

The Director of Children’s Ministry role is a critical part of the FPC mission. This individual’s purpose is to lead the children in our church and the community into a saving relationship with Jesus Christ as their Lord and Savior, nurturing them in their Christian walk.

Qualifications

- Be a committed Christian, with a growing relationship with Jesus Christ as Lord and Savior
- Have a passion to see children come to faith in Jesus Christ
- Enjoy working with children and have experience teaching children
- Have a knowledge of and experience with Christian education for children
- Have a growing knowledge of the Christian faith and an understanding of Scripture
- Possess the ability to train others to teach and lead in Children’s Ministries
- Be creative, enthusiastic and caring
- Ability to delegate and work well with others
- Teachable, with a desire to grow in his or her faith
- Strong communication skills

- Active in worship @ FPC

Responsibilities

- Maintain a growing relationship with Jesus Christ as Lord and Savior
- Have an active involvement in the life of the Church
- Pursue opportunities for spiritual and professional growth
- Supervise and coordinate Sunday morning programs for children
- Encourage, train, and develop Sunday School teachers and other leaders in our Children’s Ministries
- Supervise our Nursery Care Leader
- Oversee Children’s Time during Sunday morning worship services
- Work with Children’s Ministry Team to maintain curriculum and supplies for Children’s Ministries activities and programs, organize special Children’s Ministries activities throughout the year, and develop new Children’s Ministries activities.
- Develop relationships with the children of our church and community, and their parents
- Go through Safe Church Training and be screened through fingerprinting and background checks
- Ensure that all volunteers have had a background check and safe church training before working with children in our ministry.
- Attend weekly staff meetings
- Oversee and staff Kid’s Club
- Oversee and staff Vacation Bible School
- Lead a local mission program



Relationships

Accountable to the Pastor as Head of Staff, to the Personnel Ministry Team as an employee, and to the Children’s Ministry Team as a ministry partner.

Specific Tasks and Suggested Time Allotment

- 4 – 6 hours planning and preparation
- 6 hours program
- 2 hour weekly meeting with FPC staff or Head of Staff
- 2 hours monthly meeting with Children’s Ministry Team
- 4 hours for approved local missions program

- Email Resume & References to office@FeltonPresbyterian.org

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