JOB OPENING

Kids Ministry Director

20-25 hours/week (negotiable)
FLSA status: exempt
Reports to Associate Pastor
Contact Pastor Pamela Kipps at pkipps@fairfaxumc.org
Supervises volunteers in Kids Ministry
Salary TBD based on experience and schedule

The Kids Ministry Director is responsible for helping children in the congregation from nursery through sixth grade learn about the love of God and grow in faith as Christian disciples.

Ministry Responsibilities for Socially Distanced Community

- Plan and prepare Christian education for preschool and elementary aged kids to be experienced online
- Host online sessions for kids through Zoom or other engagement platforms (e.g. Christian storytelling, modified VBS day/s, etc.)
- Distribute Christian education videos, music and lessons to families
- Develop and implement a communication strategy to keep kids connected to the church and one another

Ministry Responsibilities for Gathered Community

- Select and purchase curriculum and supplies for Kids Ministry programming
- Develop outreach strategies to increase ministry engagement
- Recruit, train and oversee Sunday volunteers needed in Kids Ministry
- Plan and coordinate seasonal events such as Christmas and Easter kids’ celebrations
- Conduct background checks and follow all Safe Sanctuary procedures
- Attend weekly staff meeting and partner with ministry leaders to provide mutual support
- Provide summer engagement opportunities for families and community

Department Oversight Responsibilities

- Plan and oversee ministry budget and advocate for ministry initiatives
- Track attendance and complete church and district reports
- Participate in worship and ministry life of the church
- Support church mission outreach events in the local community
- Participate in Christian holiday and special event services
- Attend and participate in monthly Learning Pillar Meetings
- Plan and support ministry of GIFT class through lesson planning

Skills Needed

- Effective interpersonal and written communication skills
- Contagious energy and enthusiasm for God and desire to lead kids to faith in Christ
- Ability to nurture and grow relationships with kids and families
- Strong planning and organizational skills
- Experience teaching or leading kids
- Familiarity with child development stages