



Children's Ministry Director

Job Description Effective 3/1/2021

Category:	Regular Full-Time Employee, 40 hours per week including Sundays
Reports To:	Senior Pastor
Directly Supervises:	None
Compensation:	\$48,000 – 52,000
FLSA:	Exempt

Job Summary

The Children's Ministry Director plays a vital role in helping the church accomplish its overall mission to reach, nourish, and serve the community so all may experience healing and new life through Jesus Christ. They do this with a specific focus on reaching children and families living in our community; nourishing them to grow in their faith through healthy and life affirming relationships with one another, the Church, and Jesus Christ; and by creating opportunities for children to experience the blessing of serving others. The ultimate goal of the Children Ministry of STUMC is to develop fully committed disciples of Jesus Christ by building a strong foundation in faith so that a child's faith becomes "sticky" and will endure throughout their entire life.

Qualifications

Besides a commitment to Christ, an appreciation of the Biblical faith as expressed through the United Methodist Church, and a love for children--enthusiasm, good time management skills, and leadership are essential in this position. Bachelor or Master's Degree in Christian Education, Theology or related fields with significant experience in working with children and/or youth.

Skills Required

1. Strong interpersonal skills that are team oriented and equips others to use their gifts in serving Christ.
2. Strong organization skills and an ability to coordinate, collaborate, and communicate effectively with pastors, staff members, and other ministry team leaders.
3. Willingness to practice spiritual disciplines and model a growing faith in Christ.

General Job Description/Responsibilities

1. Oversee, plan, and help lead all children's ministry programs throughout the year in collaboration with the Children's Ministry Council.
2. Provide leadership for the children's Sunday School program and any mid-week discipleship opportunities, including the choice of curriculum and programs, considering approaches that equip parents to assist in the spiritual formation of their children.
3. Provide leadership for Vacation Bible School, and other summer children's ministries, camps, and outreach events.
4. Develop other annual outreach events aimed at nurturing the faith of children and their families (i.e. Family Advent Night, Easter Eggstravaganza, Trunk or Treat, etc.)



5. On Sunday mornings, provide for leadership of children's moments in worship, the acolyte ministry, and other opportunities for children and their families to serve (i.e. as greeters, ushers, etc.).
6. Nurture opportunities for children enrolled in the Sunbeam Children's Center and their families to be invited and involved, if they desire, in the ministries of STUMC.
7. Supervise, recruit, train, and coordinate Children's Ministry staff—both paid and volunteer.
8. Communicate with families and the church as a whole the ongoing children's ministry that is taking place through STUMC so that we reach all demographics in a manner that meets their desired form of communication (i.e. social media, print, text, email and/or phone).
9. Ensure that we collect and record accurate attendance in Realm for all children's ministry programs, including key information during the registration process.
10. Plan, oversee, and manage the annual budget of the children's ministry.
11. Attend weekly staff meetings and work with other staff members as appropriate.
12. Provide staff support to the Children's Ministry Council, and attend appropriate committee meetings as needed to advocate for children and their families (i.e. Worship Design, Church Council Outreach, etc.).
13. Attend Continuing Education Events.
14. Implement and periodically update the STUMC child protection policy, including any training and ensuring the completion of background checks for all those working with children.
15. Collaborate with all ministries for children and youth to create a cohesive ministry plan to meet the church's overall mission and vision.

Expected Results

- Create a vibrant, energetic children's ministry that attracts new children and their families and retains existing children and families.
- Teach Biblical and Doctrinal principles to STUMC children and families that are aligned with United Methodist theology and teaching.
- Establish a robust set of qualified volunteers to assist with program implementation and growth.