



Light of Christ

united methodist church

Children's Director and Ministry Assistant

Job Title:

Children's Director and Ministry Assistant (Full-Time: 30 hours/week)

About Light of Christ UMC:

Light of Christ United Methodist Church is a contemporary and vibrant 20 year old congregation of 300+ members, in the Ballantyne area of Charlotte, North Carolina. We are inclusive of all people, invitational, and actively involved in service.

Our Vision is to be a church "Where the hurting find help and the questioning find faith", expressing our priority for Missions and Evangelism. By 2025, we will address misconceptions about Christians and Churches by living out a vibrant expression of Christian Community which will "Renovate the Lies, and Build the Church". We will accomplish this through Unity in Diversity, Deepening Christian Community through Small Groups, Serving the Needs of Ballantyne, and Serving Children/Youth and Their Families with Excellence.

Job Description:

The Children's Director and Ministry Assistant must present a relational presence, be Spirit-led, dynamic, energetic, possess a broad knowledge base of children's learning styles and have strong organizational skills.

Children's Ministry is an essential part of Light of Christ Church, working with the Lead Pastor and Children's Ministry volunteers to lead the congregation in genuine and faithful discipleship of children, birth through fifth grade. The ultimate goal is to teach and create worship and service opportunities which encourage children to know and serve God, by following Jesus. To lead this essential ministry, skill with recruiting, leading, and empowering teams of volunteers is key. Collaboration with Children's Ministry volunteers is necessary to ensure congregational ownership and vital, growing ministry with children.

The Ministry Assistant must be willing to serve in a variety of ways to assist the lay leaders and other staff members, to support the overall ministry of the church.

Job Responsibilities:

- Organize and coordinate setup for all children's activities.
- Recruit and schedule teachers for Sunday morning Children's Ministry classes: Nursery (babies/toddlers), K4-K5 (four and five-year-olds), and Kids City (1st-5th-grade Children's Worship Experience).
- Obtain and provide teachers with age-appropriate curriculum materials and lesson plans.
- Sustain policies and procedures to provide a safe, quality environment for children and volunteers.
- Maintain good communication with families.
- Help develop budget needs and oversee allocation of funds for Children's Ministry.
- Recruit and facilitate a Special Events team, which plans events such as annual Easter Egg Hunt and Vacation Bible School.
- Facilitate participation of Light of Christ children in at least one mission project per year.

- Ministry Assistant tasks include participating in and supporting a variety of ministry needs, including but not limited to:
 - Technology / Sound
 - Social Media
 - Creative Set Development
 - Pro Presenter / Sermon Slide Creation
 - Youth Ministry Leadership (Middle School and High School)
 - Scheduling Volunteers
 - Youth Summer Mission Trip Support

Qualifications:

- Degree in Christian Education or desire to pursue training concurrent with employment.
- Willingness to assist staff with a variety of ministry tasks

Compensation:

- Full-Time, Hourly Position (maximum of 30 hours/week, \$15/hour, year-round)

How to Apply:

Interested applicants should provide a resume and cover letter to locumc@locumc.org by **September 30, 2021.**

*Applicants seeking a Part-time role in Ministry are encouraged to apply for our Director of Children's Ministry or Ministry Intern role, outlined in separate Job Posting.