**Children’s Ministry Director**

Reports to: Senior Pastor

Effective:

Directly supervises: Children’s Ministry Assistant

Status: Part Time, 20 hours per week

Physical Requirements: Able to move freely through the facilities and grounds of South Meridian Church of God and able to speak in a public forum.

**Job Summary**

The Children’s Ministry Director will provide visionary leadership and dynamic oversight to all aspects of the children’s ministries of South Meridian Church of God, assuring that the congregation’s ministries to children and their families are faithful to the mission of the congregation.

**Minimum Qualifications**

* Personal commitment to Jesus Christ and Christian spiritual formation that is consistent with the practice of the Church of God with general offices in Anderson, IN.
* Bachelor’s degree in education or religious studies (or equivalent).**[[1]](#footnote-1)**
* Demonstrated leadership skills

**Essential Functions**

* Create and communicate a vision for children’s ministries and continually advocate for children’s ministry.
* Give administrative oversight and evaluation to all aspects of the children’s ministries.
* Provide leadership to the Children’s Ministry Team and appropriately delegate responsibilities to team members
* Recruit, develop and train a network of spiritually gifted leaders, teachers, assistants and volunteers who will provide developmentally appropriate ministries of evangelism, spiritual formation and mentoring for children of the church and the community.
* Develop and oversee ministries that welcome and serve children in the community such as Vacation Bible School, summer day camps, Open Door tutoring, etc.
* Oversee the decorations and appearance of the children’s ministry.
* Follow best practices to ensure the safety and security of children and children’s workers.
* Participate in staff meetings[[2]](#footnote-2) on behalf of the children’s ministry.

**Core Competencies:**

* *Educating and Mentoring.* Has a good understanding of developmental stages of children and adults and is able to provide developmentally appropriate guidance.
* *Interpersonal relationships.* Relates well to all kinds of people, inside and outside the congregation; builds appropriate rapport; builds effective and constructive relationships; uses diplomacy and tact; is a team player.
* *Managing conflict.* Deals with problems directly; remains reasonably calm in the midst of conflict; avoids gossip and blame; seeks always to be responsible for her/his own response to conflictual situations.
* *Managing vision and purpose.* Articulates and supports the vision and mission of South Meridian Church of God; communicates a compelling and inspired vision for children’s ministry; helps others to own the vision.
* *Multiplying.* Is able to identify raw talent and recruit capable and gifted people into positions of responsibility; delegates responsibility and equips people to be their best; maintains open and active dialogue with volunteers; communicates expectations clearly and holds people accountable.
* *Organizing.* Can gather and organize resources (people, funding, material, support) to accomplish tasks; can orchestrate multiple activities at once to accomplish goals; can use resources effectively and efficiently.
* *Planning.* Accurately assesses the length and difficulty of a project; sets objectives and goals; breaks down work into process steps; develops schedules and delegates tasks; measures performance against goals; evaluates results.
* *Trust and integrity.* Is widely trusted; seen as direct and truthful; keeps confidences; admits mistakes; adheres to an appropriate and effective set of core values during good times and bad; practices what he or she preaches.

1. Previous ministry experience will be considered in lieu of a bachelor’s degree. [↑](#footnote-ref-1)
2. In the case that the children’s ministry director is not available during the day, the senior pastor will arrange evening meetings with other team leaders [↑](#footnote-ref-2)