



COLLEGE PARK CHURCH

Job Title: Director of Children and Family Ministries

Reports To: Senior Pastor

Position Status: Full-Time

Purpose:

The Director of Children and Family Ministries is responsible for designing, coordinating and overseeing a comprehensive children's ministry program focused on building young disciples for Christ working in concert with parents. This person will also seek to encourage, support and equip parents in their parenting role and as primary discipler of their child/children.

Expectations:

- Give primary leadership to the children's ministry of College Park Church (birth through fifth grade) including Sunday School and Children's Worship
- Enlist and develop children's ministry volunteer leaders and teams who are prepared to invest in the lives of children.
- Oversee all educational, equipping and fellowship opportunities for children and parents
- Create system of caring for and training for parents of children
- Create a clear path of discipleship and growth for children
- Special Events and Initiatives

May include things such as:

Vacation Bible School

Participate with team working with Upward Basketball and Cheerleading

Child Dedications

Children's Baptisms

Parent Nights

Encourage camp participation for children

Key duties:

1. Develop the vision and strategy of children's ministry.
2. Recruit, equip, and develop children's ministry leaders and teams
3. Prepare and teach Biblical content to kids including, but not limited to a saving relationship with Jesus, how to use their Bibles and how to apply Biblical principles to their lives.
4. Develop worship experiences for kids

5. Implement and follow College Park's safety and security policies and procedures.
6. Classroom Set-up/Tech Set-Up
7. Communication to families of children (emails, newsletters, Facebook, etc.)
8. Pastoral care to families of children as appropriate
9. Creating opportunities for outreach to unchurched children's families
10. Partnership to equip families such as parenting classes, age appropriate milestones, etc.
11. Encourage and assist parents to pursue faith development in their children.
12. Perform other ministry tasks as assigned by the Senior Pastor.

Experience:

- Exhibits a mature, personal, and growing relationship with Jesus Christ.
- Agrees fully with the United Brethren doctrinal statement
- Prefer 2 to 4 years of experience in children's ministry plus the following job-related experience:
 - Prefer experience in developing, organizing and effectively managing children's programs.
 - Prefer experience and training related to:
 - Organizing volunteer efforts
 - Public relations
 - Leadership skills
 - Exercising discretion with confidential information
 - Program/meeting planning