

Children's Director Job Description

The Church at Sterchi Hills

Purpose:

To work closely with the Children's Ministry Director to give leadership to the planning and direction of the church's ministry to children, Kindergarten through fifth grade. This ministry is much more than simple childcare. It is about showing the love of Jesus Christ to all people, beginning at the earliest possible age. This ministry lays the foundation of the Gospel and builds upon that foundation to raise up disciples. This is one of the most important jobs in our church's ministry!

This ministry to lays a firm foundation of faith for children. Interacting with children alongside volunteers and parents, this ministry connects the love they have seen in preschool ministry to the love of God read about through scripture.

Description:

This person will, with the power of the Spirit of God, strive to perform the following vital ministry responsibilities:

- Produce and maintain the schedule of volunteers for Children's Department
- Lead and direct the 8:30 & 10:30 & 6:00 children's service
- Coordinate with the Preschool Director for the scheduling of volunteers
- Recruit volunteers - make sure they know when they are to serve and provide the resources and support they need.
- Make sure the classrooms are prepared for all services.
- Coordinate resource needs and purchases with Tim Stallings.
- Ensure the classrooms are stocked with essentials to create a positive learning environment.
- Responsible for seeing that the classrooms have been returned to pre-service state.
- Resolve parental issues whenever possible.
- Coordinate training for the department to include both current and new volunteers.
- Promotion of each individual to the correct class so that lessons can be intentional to their audience.
- Responsible for curriculum for Sunday worship.
- Assist in ensuring that policies set forth by the church are carried out as it pertains to children's ministry.
- Strive to be in attendance at all regular church services.
- Motivate and encourage workers.
- Assist in Summer Camp and VBS

- Recruit workers/volunteer for camp and VBS
- Work with technology coordinator to ensure tech support
- Assist in the planning of and attend Fall Festival
- Assist in the planning of and attend Easter Eggstreme and Royal Ball
- Assist in the planning of and attend Christmas Drama, Parents Night Out, Christmas Party.
- Plan and prepare for family services
- Pray, Pray, Pray.

This person will consistently be trying to better themselves by spending time in the Word and developing their gift of leadership. They will implement, encourage, and build the team to reach and disciple tomorrow's church leaders.