

CHILDREN'S MINISTRY DIRECTOR FOR HILLSIDE CHURCH

PURPOSE

The Children's Ministry Director is responsible for overseeing the planning, coordinating, and implementation of ministry environments for children from birth through sixth grade.

Primary Duties & Responsibilities:

- Be an advocate for children's ministry and educate the congregation about the hopes, concerns, and needs of children in the local church and community.
- Provide leadership and serve as a shepherd to the children's ministry leadership teams.
- Effectively create and communicate a vision for children's ministry that is aligned with the overall church.
- Partner with other leaders in developing a comprehensive vision for Family Ministry. This includes the spiritual, educational, physical, and emotional growth and engagement of children and their parents.
- Lead the Children's Ministry Team to ensure that all ministry environments are continually evaluated and updated for age appropriateness and maximum effectiveness in reaching and engaging the next generation.
- Oversee the creation of digital ministry environments of connection and worship for all children and their families.
- Recruit, train, and inspire both paid and volunteer staff to become leaders in the planning and implementation of relevant, effective, and safe ministry environments.
- Develop and maintain a healthy volunteer culture and structure.
- Ensure that appropriate safety and security procedures are followed in the Children's Ministry.
- Plan an outing for parents and children once a quarter.

Ministry department

- Oversee, plan, and coordinate Children's Ministry programming throughout the week and year, including summer camps, Vacation Bible School, and special events.
- Lead with the intentionality of inclusion and outreach to the community through weekend programming and special events.
- Provide places of online connection and community for kids and families.
- Develop systems of tracking and care for children, both on-site and online. Provide ministry connection points like online small groups for children and families throughout the week.
- Provide support to children and their families as they transition through both age and spiritual milestones of preschool and elementary students.
- Develop strategies to welcome and support new families to the Children's Ministry by partnering with new members and new parents through activities and communication.
- Create a clear spiritual pathway for children and their parents with resources and support to equip parents in the spiritual development of their children.

- Provide clear partnership points for spiritual milestones like child dedication, salvation, and baptism.
- Cultivate resources for best practices on parenting and the spiritual development of children.
- Create opportunities for the enrichment of parents as the spiritual leaders of their homes through serving events, parenting classes, seminars, and connections at spiritual milestones.

Requirements:

- Have a growing and healthy walk with the Lord, participating in God-honoring relationships, community, accountability, and generosity.
- Previous Ministry leadership experience helpful.
- Detail-oriented and organized.
- Self-starter and disciplined to work in an unsupervised environment.
- Adaptable to changes in roles and responsibilities.
- Highly relational and possessing great people skills, with an orientation towards serving, empowering others, and building strong teams.

Reports to:

- Direct report is the Senior Pastor.
- Also reports to the leadership team and congregation when necessary.