

MINISTER OF CHILDREN

MAIN FUNCTION: The Minister of Children will provide leadership to students and families for the purpose of developing disciples through spiritual growth, worship, ministry, outreach/evangelism, and missions.

ACCOUNTABILITY: The pastor is the direct supervisor. The Minister of Children is accountable to the Children's Ministry Team and to the Personnel Committee.

RESPONSIBILITIES:

MINISTRY RESPONSIBILITIES

Children Ministry

1. Plan, coordinate, lead, and evaluate the children's ministries of the church in cooperation with the Children's Ministry Team.
2. Disciple children in personal spiritual growth; lead children's worship, ministry, and outreach.
3. Build and maintain personal relationships with children and their families.
4. Minister to children and families during crisis.

Outreach

1. Work with staff and the Children's Ministry Team to develop and implement plans to minister to children and their families and to develop outreach plans for the children in our community.

Education Ministry

1. Work with those in charge of the educational program to facilitate the church's children's educational program.
2. Work with the Nominating Committee to provide leadership for the Children's Ministry Team and for the children's Sunday school classes.

Other Duties

1. Assist the pastor in pastoral care, grief ministry, and hospital visitation as appropriate.

ADMINISTRATIVE RESPONSIBILITIES

1. Communicate information through email and other appropriate methods regarding programs, events, and calendar dates.
2. Serve as staff liaison to work with the Children's Ministry Team, Nominating Committee, and Stewardship Committee.
3. Serve as an ex officio member of the Church Council.
4. Prepare and submit annual budget requests.
5. Administer the approved budget according to policy.

STAFF RELATIONS:

1. The pastor is the direct supervisor.
2. Attend weekly staff meetings.
3. Strive for excellence in work performance, work relationships, and personal conduct.