

**Job Title**

Part Time Children's Ministry Director (25 Hours a Week)

Reports To

Pastor

Job Overview

Children's Ministry Director is responsible for leading the Children's Ministry Birth – 5th Grade in alignment with the current church-wide vision.

Responsibilities and Duties

- Ability to plan, organize and implement successful camps and special events
- Ability to plan, organize and implement a successful Vacation Bible School
- Knowledge of children's spiritual and emotional development
- Ability to supervise volunteers
- Ability to cast vision and lead volunteers to set goals in keeping with the church's mission
- Ability to work effectively with parents, staff members and volunteers
- Ability to delegate effectively, organize assignments and work independently
- Ability to communicate effectively orally and in writing
- Ability to work with others and resolve conflicts
- Prepare and present to the Financial Committee an annual budget for all children's ministries expenditures and maintain a balanced budget throughout the year.
- Oversee, organize and provide training for Nursery workers
- Participate in the overall life of the church and support its total program.

Qualifications

- A heart for the lost and a passion for local church ministry
- A commitment to the gospel and the authority of the Word of God
- Ability to plan, organize and direct the children's ministry of a growing church.
- Skills in ministry oversight, planning, budgeting and forecasting.
- Ability to deal effectively and tactfully with church personnel and church members
- Proficient in technology associated with teaching and outreach.
- Ability to recruit, train, support, evaluate, and affirm others to teach children of all ages.
- Able to submit to the spiritual authority of the Pastor.
- Agree with the mission, core values, and ministry objectives of Temple Baptist Church
- A positive, outgoing personality who enjoys building and leading teams.
- Prayerful in disposition, gentle and humble in character.