

First Baptist Church of Orangefield

Children's Ministry Director

Job Description

Principle function:

The Minister of Children seeks to provide a well-balanced program for children that will seek to win the Lost to Christ and to help those who are Christians to mature in Christ and discover their personal gifts and abilities with which God has blessed them.

Have an evident calling, training, and sincere passion to lead and organize effective children's programs implementing fellowship, worship, biblical teaching, discipleship, and evangelism, as well as ministry and mission opportunities. Submit to the leadership and established policies and doctrine of the church.

Key Responsibilities (approximately 20 hours per week):

- Coordinate and provide leadership to the children's educational programs in Sunday-School, Children's Church, Wednesday Night, Vacation Bible School, Easter Egg Hunt, Fall Festival, Orangefield Christmas Parade participation (float), and Children's Christmas Program.
- Enlist, train and develop leadership for the various organizations in the children's ministry area.
- Plan and conduct special projects and social activities for children such as movie nights, roller skating outings, etc.
- Establish and strengthen relationships with the children's parent(s) as well as other family members.
- Preparing, presenting, and implementing all budgetary matters related to this ministry.
- Attend staff meetings for prayer, encouragement, calendar planning, ministry implementation and evaluation.
- Work with the appropriate committees and staff members to carry out the children's ministry and the overall mission of the church.
- Assist and support all aspects of the church's programs of ministry and outreach in cooperation with the pastor and other staff members.
- Comply with all established church policies and procedures as well as all applicable federal and state laws.

- Cooperate with the senior pastor by performing other duties when asked to do so.

Spiritual Qualifications:

- Have and maintain a personal and growing relationship with Jesus Christ.
- Upholds and displays Godly characteristics that are essential to ministry leadership including the fruit of the spirit, spiritual maturity, growth, integrity, aiming at purity and holiness.
- Have an evident calling and sincere passion to minister to the church through service to children.
- Southern Baptist Convention understanding or familiarity with Southern Baptist denomination.
- Agreement with the *2000 Baptist Faith and Message* (for doctrinal alignment).

Other Qualifications:

- Have the ability to work efficiently and effectively with the staff and volunteers they enlist and equip to serve.
- Ability to discern, analyze, and wisely resolve ministry issues.
- Be able to establish effective working relationships with others, with genuine love and concern.
- Be detail oriented, flexible, and decisive, with the ability to organize and coordinate work, set priorities, delegate, build consensus, and meet deadlines.
- Submit to the leadership and established policies and doctrine of the church.
- Good verbal, written, and electronic communication skills.
- Must be able to keep confidential information.

Evaluation and Compensation:

This position takes direction from and reports to the Senior Pastor. The compensation package will be established by the Personnel Committee which will conduct an annual performance evaluation and make recommendation for changes in compensation.