

**Ministry Description**  
**Children's Ministry Director**  
**Rose Hill Alliance Church**

**PURPOSE**

The purpose of our church is to “Bring them in, build them up, train them for, send them out, to the glory of God!” The purpose of the Children’s Ministries Director is to fulfill and balance these five purposes of fellowship, discipleship, ministry, evangelism, and worship *among children* and their families.

**RESPONSIBILITIES**

1. **Ministry Director** - Oversee, promote, and coordinate all children’s ministries.

- Oversee all children’s ministries from newborn through 5-6<sup>th</sup> Grade, e.g., nursery, children’s Sunday school, Children’s Church, Awana, Easter Egg Hunt, and Vacation Bible School.
- Promote these programs and ministries to church and community children and families.
- Ensure all workers in children’s ministries are approved through Safe Church.
- Assist with other special programs, e.g., summer camp and Christmas programs.
- Help children transition into the youth ministry.

2. **Team Player** - Work with others to fulfill the ministry.

- Work closely with the Senior Pastor and with other staff members as needed.
- Develop, motivate and lead a team of children’s leaders and workers.
- Meet regularly with the children’s ministries leadership team to plan, make decisions, and maintain the structure of children’s Christian Education.

3. **Leadership Development** - Develop leaders as a priority.

- Recruit and develop, model and assist, teach and train, coach and shepherd those gifted in children’s ministries.
- Cause children’s ministries to happen and insure they are taking place, rather than doing all the work.

4. **Educational Leadership** - Follow faith-based curriculum.

- Follow a scope and sequence for curriculum content and competencies.
- Use the purpose statement of our church and its five facets to assess programs and events.

**RELATIONSHIPS**

- Work closely with the Senior Pastor and with other staff members as needed.
- Work closely with a Children's Ministries leadership team.
- Support and encourage volunteer leaders and teachers.
- Report directly to the Senior Pastor, periodically to the Governing Board, and annually to the congregation.

## **RANGE**

This part-time ministry position is for 15 – 20 hours per week.