

Director of Children's Ministry Job Description

The ideal candidate is someone who brings positive energy and creative ideas to oversee all aspects of discipleship of children from birth through 5th grade. We are seeking someone whose vision of children's ministry meets the needs of our community.

EUMC is welcoming, missional, and hospitable. Our staff is encouraging and collaborative. We are looking for someone who is a team player both as a staff member and as someone who will manage volunteers. This hybrid position averages 15 hours a week, including onsite Sundays, Wednesdays, and other meetings while planning can be done remotely.

Purpose

The primary purpose of the Director of Children's Ministry is to build meaningful relationships with children and parents that cultivates a relationship with Jesus Christ. This individual will vision, plan, and advocate for children in our church and community, particularly in the areas of discipleship. This individual will oversee a program that nurtures and grows the children's faith into a lifelong journey of following and serving God.

Duties and Responsibilities

- Prepare, teach, and lead Sunday morning activities (Power JAM, Sunday School, and Nursery) and Wednesday evening activities during the school year
- Plan and execute community events throughout the year, including, but not limited to: VBS, Spring and Fall Festivals, and Breakfast with Santa
- Show financial responsibility in operating the Children's Ministry budget by recommending to the Finance Committee a detailed annual budget for children's ministries and demonstrating fiscal accountability regarding all transactions.
- Support our Safe Sanctuary policies and provide additional training and updating when necessary
- Create programming, apart from normal activities, that will help children grow in their faith, in their knowledge of the Bible, and in overall discipleship
- Establish regular communication with parents and the greater community regarding Children's Ministry activities through email, Facebook, etc.
- Serve as the staff representative to the Children's Ministry Team, offering resources for program ideas, and providing a vision for programs in accordance with the mission of EUMC
- Attend meetings (Church Council, etc.) for special reports or program coordination as asked by the Senior Pastor
- Other tasks as assigned

Organizational Relationship and Supervision

- The Director of Children's Ministry reports directly to the Senior Pastor
- The Director of Children's Ministry will work as part of the staff to strategically fulfill the mission and vision of Ebenezer United Methodist Church
- This individual will manage paid children's ministry workers and volunteers
- The Senior Pastor in cooperation with the Staff Parish Relations Committee provides an annual evaluation of the Children's Ministry Director's performance

Qualifications/Requirements

- Must be a committed Christian who has experience working with young children in large group settings
 - Relevant experience working with children is preferred
 - It is preferred that this individual could attend weekly staff meetings on Tuesdays during lunch hour
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TO APPLY

Submit our resume to TPaul@eumcknox.org

Or mail it to:

**Rev. Tim Paul
PO Box 31047
Knoxville, TN 37930**