

Job Descriptions - Children's Ministry Director

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Position Description

Parkview's Director of Children's Ministries is a full time job that will oversee and implement the vision and goals for all areas of children's ministries (Nursery thru 6th grade) under the supervision and guidance of the Pastor of Family Ministries.

General Staff Responsibilities

- Demonstrate the qualifications of a spiritual leader as stated in I Timothy 3:1-7
- Live out the mission and vision of Parkview, in accordance with the EFCA Statement of Faith
- Establish and maintain healthy relationships with the Parkview staff team and elders
- Balance ministry and family responsibilities
- Contribute to staff meetings

Competencies

- Loves children and is trained in early-child and elementary education and development.
- Has the ability to teach children and to train adult volunteers to teach children.
- Has artistic and audio/visual aptitudes.
- Must be able to lead a staff.

Primary Responsibilities

1. Oversee and advise children's ministries staff: Nursery Director, Assistant Children's coordinator, Craft/Room Assistant, Pre-K Director.
2. Recruit, organize, train, and encourage all Children's Ministries volunteers.
3. Choose, shape and teach curriculum plans for all areas of Children's Ministries with a primary focus on Unite (K-3rd) and Launch (4-6th).
4. Oversee special programming events such as Community Kids Days and SpringHill camp
5. Inform and encourage parents of the children in our ministry.

Direct Report

Pastor of Family Ministries