

## **Grace Point Job Profile**

**Job Title:** Director of Children's Ministry

### **Organizational Role:**

- Position Reports to the Lead Pastor
- Part-Time (20-25 hours/week); exempt from overtime

### **Overall Purpose of this Job**

To provide leadership and direction in Grace Point's Children's Ministry, in coordination with a team of fellow co-leaders: Coordinator of Biblical Education/Discipleship and Coordinator of Family & Volunteer Engagement.

### **Key Contribution Areas & Measures of Job Performance**

- Facilitates and leads a Children's Ministry Leadership Team
- Works to create a nurturing environment where children and families know and love Jesus
- Serves as the "face" of Children's Ministry
- Participates in weekly ministry staff meetings to stay connected to the larger mission of Grace Point.
- Schedules and supervises volunteers to cover all classes on Sundays and Wednesdays
- Shepherds and provides counsel to children and parents as needed and in cooperation with the pastoral care team, refers to professional help when necessary
- Contributes to worship services and other church ministries as requested
- Partners with other community church children's ministries or ministry leaders to share best practices, collaborate and encourage one another

### **Qualifications**

- Possesses a nurturing spirit and is compassionate towards children and families
- Has at least an undergraduate degree related to Education or Children's Ministry
- Experience with children and familiar with Child Development
- Good oral and written communication skills
- Well organized, detail-oriented, and self-motivated
- Applicant must express Christian belief, profess to be a follower of Jesus Christ, and agree to Grace Point's Statement of Faith. A commitment to discipleship in the applicant's life is essential. It is expected that the Director of Children's Ministry will make Grace Point his/her "home church."