

# Children's Ministry Director

Community of Grace Lutheran Church is called by the Holy Spirit to be a community that reflects the heart of our heavenly Father; is grounded in Christ-centered, Biblical teaching; practices our core values; and pursues our mission to be and make disciples of Jesus.

The **Children's Ministry Director** is responsible for all aspects of our Sunday School, summer programming, nursery and children's events. This position provides supervision for children's ministry staff, recruits and coordinates volunteers, implements the chosen curriculum, and ensures that all children's ministry activity is in alignment with CGLC's mission, vision and values. The ideal candidate has a calling to children's ministry and is a thoughtful leader, skilled teacher, effective communicator, creative thinker, and valuable team member who demonstrates a meaningful personal relationship with Jesus Christ.

## Key Roles & Responsibilities

- Design and implement a comprehensive "scope and sequence" discipleship plan for maturing children in cooperation with the Pastors and the student ministries staff.
- Oversee and implement HisKids Sunday School ministry for children.
- Oversee and implement CGLC's summer ministry programs for children, including Vacation Bible School, and children's camp experiences.
- Plan occasional seasonal outreach and discipleship events for children and families. Work with the Communications Director to promote these events.
- Provide support and resources for ministry to parents, who are the primary faith teachers for their children.
- Coordinate baptism class and first communion training and scheduling in cooperation with the Pastor and staff.
- Oversee the operations of CGLC's nursery for Sunday mornings and special events.
- Coordinate the School Partnerships Core team monthly meetings with representatives from Lake Area Discovery Center and Magnuson Christian School to facilitate communication and collaboration with CGLC.
- Maintain communication with parents and leaders through e-newsletters and written communication.

## Position Structure

- Full-time exempt position (40-45 hours/week)
- Collaborate with Pastors, Student Ministry Director.
- Lead a Volunteer Children's Ministry Core Team.
- Serve as part of a broader team effort to serve our multigenerational church family.
- Supervise children's ministry staff and provide direction to ministry volunteers.

## Qualifications

- Bachelor's degree or equivalent.
- A minimum of 5 years' experience in Children's Ministry.
- Excellent written and verbal communication.
- Proven ability to be a team player and effective leader.