

**Children's Minister (with some youth responsibilities)**

**Bergen Evangelical Presbyterian Church**

**38 S Lake Ave, Bergen, NY 14416**

**(585) 494-1251**

**Job Description:**

Like many churches, Covid has hit our church in difficult ways, including with young families. However, as a church, God has providentially blessed the church's finances. We are seeking to start a children's ministry with the few children we have. There are not any area churches that have a vital children's group and we think one could develop a children's ministry program in a short period of time. As you can see from the job responsibilities, this person would have a lot of freedom to create a children's ministry the way he or she envisions it. Our hope is that the children's minister will use their gifts and abilities to be involved in the community (possibly within the school system) getting to know children and families, and thus making connections with Bergen Presbyterian. The church has a youth minister for 6<sup>th</sup> grade and up, but the children's minister will have a few responsibilities there as well. This is meant to be a part time position, but we are open to the position being full time.

**Job Responsibilities:**

- 1) In charge of Bergen Presbyterian Church's ministry to those 18 and under, but responsible primarily for children 5<sup>th</sup> grade and under.
- 2) Be involved in the local community, getting to know children and parents (possibly within the local school system).
- 3) Seek to develop a vision for children's ministry of Bergen Presbyterian and communicate that vision to the congregation.
- 4) Develop a vision for the facilities of Bergen Presbyterian so that it might be child friendly.
- 5) Develop a children's program (possibly midweek).
- 6) Help the congregation to get a better understanding of how to become a more family friendly church.
- 7) Develop special programs that are geared towards parents and families.
- 8) Seek ways to have the children's ministry as part of Sunday morning worship.
- 9) Ensure the safety and well-being of the children that are involved with Bergen Presbyterian.
- 10) Work with the pastor and members of Bergen Presbyterian to reach out to the community.
- 11) Communicate what is happening within the children's ministry to the congregation.
- 12) Attend weekly meetings with the pastor.

- 13) Chair the Christian Education Ministry team and participate in the Evangelism and Missions Ministry team.
- 14) Coordinate nursery room volunteers for Sunday mornings.
- 15) Coordinate children's sermons for Sunday morning worship.
- 16) Be present during Sunday morning worship.
- 17) Participate in the life of the church.
- 18) Collaborate with and support the youth minister.
- 19) Assist and step up the youth ministry when needed.
- 20) Coordinate background checks for all children's ministry volunteers.
- 21) Recruit, train, develop and lead children's ministry volunteers.

**Qualifications:**

- 1) Have a sincere faith In Jesus.
- 2) Seek to grow spiritually by reading one's Bible and through prayer.
- 3) Seek to be fed spiritually if he/she is not able to attend Sunday morning worship.
- 4) Be a self-starter, needing minimal supervision.
- 5) Have an outreach mindset, much like a church planter.
- 6) Be a visionary about the possibilities of Bergen Presbyterian and especially its children's ministry.
- 7) Be committed to Bergen Presbyterian and its various ministries.
- 8) Hold to the essentials of the EPC (<https://epc.org/about/beliefs/#essentials>).
- 9) Be comfortable with the distinctives of the EPC (<https://epc.org/about/beliefs/#wcf>).
- 10) Become a member of Bergen Presbyterian unless he or she is ordained in which case the candidate would be a member of presbytery.

**To Apply:**

Please send a resume to the pastor at [brandthammack@hotmail.com](mailto:brandthammack@hotmail.com).