

Children's Ministry Director Job Description

Sunday School

- Oversee the curriculum selection for all children's classes.
- To recruit, train, and schedule volunteer teachers.
- To evaluate and make recommendations regarding the number of classes and age divisions.

Children's Church

- Regularly lead our Kirkmont Crew (2nd – 5th grade) Children's Church experience.
- Oversee the curriculum for both/all children's church age groups.
- To recruit, train, and schedule volunteers.
- To evaluate and make recommendations regarding the overall structure of children's church.

Preschool

- To reach out relationally to the preschool parents and their children.
- Lead a fun gospel centered chapel twice a week.
- Plan outreach events for the preschool parents in conjunction with the preschool director.

Other Events

- Oversee and help execute current outreach events; VBS, Easter Egg Hunt, Christmas Pageant.
- Plan other family oriented activities for the church calendar.
- Consider how we might expand our children's ministry to offer mid-week opportunities.

Safety

- Maintain up to date safety policies in the recruiting of volunteers and operation of ministry.
- Train volunteers to abide by our policies.
- Make any recommendations for changes.

Facilities

- Ensure our children's ministry spaces are effective for ministering to kids.
- Rooms are prepped and ready to go for teachers.
- Evaluate our ministry space in light of our needs and anticipated needs.

Accountability

- This position reports directly to the Lead Pastor and is ultimately accountable to the session.