

# LIVING HOPE PCA

## JOB DESCRIPTION

**JOB TITLE:** Children's Ministry Director

**REPORTS TO:** Pastor

### **CHURCH SUMMARY:**

Living Hope is an evangelical and reformed church in Fairfield Township, Ohio. Our vision is to be a church that passionately proclaims the gospel in order to see life change, renewed community, and true hope brought to our neighborhoods, city, and world. We are a church that has been blessed with a large number of children, ranging from birth through early teens.

### **POSITION SUMMARY:**

We are looking for an organized and enthusiastic leader who can help facilitate and lead our Children's Ministry from infancy through high school. This includes equipping of parents as well as spiritual formation of children within the church and a winsome outreach to those outside so that Living Hope might live as the body of Christ in our community.

### **REQUIRED CHARACTERISTICS & QUALIFICATIONS**

- Godly character, devoted follower of Christ
- Skills in organization
- Understanding of philosophy of church in regards to Children's Ministry (i.e. family worship, aiding parents in the discipleship of their children, being a safe place for our children to bring others [Rooted])
- Supportive of the mission, vision, and values of Living Hope
  - Consistent involvement in Sunday morning worship as well as a Community Group
- Evident love for children and a passion to see them worship, know, and serve God
- Commitment to a Christ-centered approach to biblical teaching and theology
- Teachable, self-motivated (ability to work on own), humble
- Steady and calm during crises and committed to biblical resolution of conflict

## BONUS CHARACTERISTICS & QUALIFICATIONS

- Skills in music and ability to lead music in a worship service
- Social media familiarity and ability to put forth Living Hope's mission through various social media platforms
- Computer skills - graphic design, website

## RESPONSIBILITIES

- Flexible – between 10-20 hours per week depending on qualifications
- Coordinate overall Children's Ministry
  - Organization (scheduling of volunteers, background checks, etc...)
  - Curriculum: continuing to make sure that gospel-centered material is provided for our children at each and every venue. In consultation with pastor and Leadership Team (Session in future) evaluating and determining ongoing use of materials
  - Gather, equip, and coach volunteers to serve within the various realms of Children's Ministry
  - Sustain policies and procedures to provide a safe, quality environment for children and workers
  - Maintain good communication with families and encourage and equip parents in discipleship of their children
  - Help develop budget needs and oversee allocation of funds for different areas of need
  - Direct/oversee all Children's Ministry programs, including:
    - Nursery
    - Children's Church
  - Develop further programs, such as:
    - Vacation Bible School (or the like)
    - Sunday School (or other programs for discipleship)
    - Easter & Christmas music/programs
    - Training of parents in leading their families in worship

Please Contact:

Living Hope PCA  
C/O Children's Ministry Director Position  
3189 Princeton Road, Ste. 248  
Hamilton, OH 45011  
[info@livinghopepca.org](mailto:info@livinghopepca.org)