

**Children's Ministry Director
Hilton Head Presbyterian Church**

Vision

Transforming lives by the power of the Gospel.

Mission

We are a gospel-centered community of disciple-making disciples who Celebrate Christ; Renew our hearts and minds through His Word; live in Deep Community; and Serve the needs of others.

Values

Truth, Joy, Wisdom, Integrity, Love, Humility, Missional Living.

Job Summary

The primary role of the Children's Ministry Director is to oversee the care for our children ages infant through fifth grade. This includes oversight of facilities, staff and volunteers. This individual will be supervised by and accountable to Pastor of Student Ministries. The Children's Director will also work alongside ministry leaders in our church to help implement the vision of our church through celebration, deep community, service, and renewal. This individual will actively participate in adding to the health and vitality of the HHPCC staff, leadership and ministry team(s).

Core Competencies & Qualifications

The individual filling this position must possess the following skills, abilities, and attitudes in order to perform in this position:

- Models Christ-like servant leadership
- Ability to operate in an environment that stresses both individual and team-based performance
- A personal relationship with Jesus Christ as their Lord and Savior and must demonstrate the reality of that relationship through their life and testimony.
- Believe in all of the Bible as the inerrant and infallible Word of God.
- Excellent planning and organizational skills
- Minimum of a Bachelors degree
- 3-5 years of prior ministry experience in relevant field
- Agree and be in-line with our doctrine and theology in the PCA and the Westminster standards
- Understand, believe, and have an ability to communicate covenant theology including paedobaptism with our families and help assist the Pastor of Student Ministries in communicating biblical truth to children and their families
- Demonstrated experience of being able to identify, recruit, and encourage volunteers

Duties & Responsibilities

- Attend all Staff Meetings
- Lead and develop Children's volunteer team
- Manage, train, and develop all children's ministry volunteers and staff
- Perform additional duties as assigned by the Pastor of Student Ministries
- Works closely with the pastor of Student Ministries in selecting and evaluating curriculum for all teaching opportunities
- Helps in special events such as Easter, Summer Programs, Christmas, etc

- Works with the Pastor of Student Ministries to insure a continuous and consistent teaching from from the Children's Ministry to the Youth Ministry (specifically transition into FUSE, our 5th grade ministry)
- Manages and works with the Nursery Ministry Staff in ministering to the children in the nursery wing
- Manages any and all children's ministry events including but not limited to Sunday night programming, VBS, and any church event designated for children
- Communicate regularly through various means of communication to offer support, encouragement, and updates in the children's ministry
- Works with the nursery ministry staff in ministering to the teachers, workers, and parents of children in the nursery wing
- Prepare and submit a ministry plan as well as the annual budget for the children's ministry at the start of each new ministry year
- Answer and respond to all emails, phone calls, and other forms of communication from parents, staff, and volunteers related to children's ministry

Accountability and Oversight

- The Children's Ministry Director reports to and is reviewed by the Pastor of Student Ministries and Executive Director.
- The Children's Ministry Director works closely with staff and a volunteer Children's Team in planning and executing ministry. .

Application

- Please send a cover letter and resume to Tim Pitzer, tim.pitzer@hiltonheadpca.com along with 2-3 references.
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