



## **Director (Pastor) of Children's**

## **Ministry Job Description**

### **DEER CREEK KIDS MINISTRY MISSION:**

*Help ensure the children's ministry is a safe, formative, and fun environment that partners with parents to lead children toward an authentic faith in God.*

### **PURPOSE:**

*Provide pastoral and directional leadership to the kids (birth – 5<sup>th</sup> grade) and their families. Oversee operations and programs of Deer Creek Kids. The Director (pastor) must assure that the children's programs glorify Christ and appropriately challenge children toward spiritual growth.*

### **GENERAL PASTORAL QUALIFICATIONS:**

- Evidences spiritual maturity and godly character and shall meet the scriptural qualifications of 1 Timothy 3:1-7 and Titus 1:5-9.
- Shall agree with the summary of beliefs as listed on the Deer Creek Church website, the staff values, and the purpose and strategy of Deer Creek Church, as may be defined by the Session from time to time.
- Ability to work open-handedly in a highly collaborative environment with the whole of the Deer Creek team.

### **JOB SPECIFIC QUALIFICATIONS:**

- Bachelor's degree
- Minimum of three years of ministry experience with at least one year in children's ministry leadership.
- Ability to facilitate the implementation of the children's ministry mission through volunteers and staff.
- Ability to recruit, motivate, train, and equip children's ministry volunteers.
- Ability to evangelize and disciple children.
- Above reproach in relating to children and marked with Christian maturity.

### **RESPONSIBILITIES:**

- Adhere to and embody the church mission and staff values as you lead Deer Creek Kids and are a part of the church body here at DCC.
- Continue to grow in your personal relationship with Jesus.
- Make sure the Sunday morning program is safe, formative, and fun for the children and families of Deer Creek Church.
- Be responsible for the overall leadership, evaluation, promotion, curriculum, and direction of Deer Creek Kids.
- Recruit, train, and schedule team of volunteers to make Sunday mornings safe, formative, and fun.

- Make sure safety and cleaning procedures are kept up and continually improved.
- Make sure team members are provided with the curriculum and supplies they need to make sure Sunday morning is formative and fun.
- Maintain pool of supplies for children's small groups, check-in, parent resources, and volunteer appreciation.
- Motivate, shepherd, and care for team of volunteers.
- Attend a weekly staff meeting, Sunday morning worship, and be involved in/lead a small group each season.
- Plan, organize, and recruit for special events surrounding and including Christmas, Easter, and VBS.
- Develop short and long term strategies and goals for Deer Creek Kids.
- Develop an annual budget and determine equipment and program needs for submission to the Executive Pastor.

**OTHER:**

- This position reports to the Executive Pastor. This position may be designated "pastoral" or as a "director" position at the sole discretion of the Session.
- Maintain regular office hours during the week (typically Mon-Thur 8:30am-4:30pm) as well as Sundays. It is recognized that ministry responsibilities may dictate compensatory time and schedule adjustments. However regular office hours are expected unless specifically approved by the Executive Pastor or Session.
- Attend an annual staff retreat.
- Three weeks vacation will be provided each year. The Children's Director will be responsible for finding necessary replacements during this time.
- Salary and benefits will be reviewed by the Session each year.

If you are interested in applying please send your resume, a cover letter and three references to [search@deercreekchurch.com](mailto:search@deercreekchurch.com).