

Rincon Mountain Presbyterian Church Director of Children's Ministry

Reports to: Senior Pastor
Status: Salary, Part Time (not to exceed 80 hours a month)
FLSA: Non-Exempt

Mission and Core Values:

The mission of RMPC Children's Ministry is to for the children to know, live and proclaim the Gospel of Jesus Christ in their home, at church, and in their community. We seek to fulfill this mission by:

- Providing relational and interactive age-specific Christian Education opportunities
- Training and celebrating with parents and children at important faith milestones
- Challenging and supporting families to actively seek opportunities to witness and serve in the community
- Providing and maintaining a positive and safe environment through strict adherence to the Child Protection Policy

Children's Ministry core values:

- All children's ministries will be centered on the Gospel of Christ.
- Children are full and vital members of the body of Christ.
- Faith instruction for children should be relational and experiential.
- The Christian home is the primary environment for faith formation.

Director of Children's Ministry Job Responsibilities:

Children's Worship

- Resource, write and prepare curriculum and all materials for leading Children's Worship
- Recruit and support adult leaders and helpers for each month

Sunday School

- Register weekly attendance through Realm software
- Recruit and support volunteers for Elementary and Preschool Sunday School
- Resource, write, and gather all the materials for all Children's Sunday School Classes
- Serve as a lead teacher or a workshop leader on a regular basis

Vacation Bible School:

- Plan and direct annual VBS program
- Recruit, train, and oversee at least forty volunteers to serve
- Manage the registration, publicity, supply donations, and follow-up for VBS

Miscellaneous Responsibilities:

- Ensure that homes with children receive clear and timely communication about all aspects of Children's Ministry
- Build relationships and connections with children's families
- Provide seasonal or special resources for parents to use with their children
- Serve as a resource and advocate for children in the life of the congregation
- Prepare monthly reports on the ministry and it's needs for the Session

- Provide opportunities for the Pastoral Intern, when we have one, to be involved in planning and executing children's ministry

The CMD will meet regularly with the Senior Pastor to review work performance and goals and for spiritual care and mentorship. An annual evaluation/review will be conducted.

Requirements:

Bachelor's degree in children's education highly desired.

A minimum of 3 years of experience in children's education related work also desired.

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