



ST. PAUL'S
PRESBYTERIAN

*Children's
Ministry Director*
Search Packet

Church Overview

St. Paul's Presbyterian Church was planted 32 years ago for the glory of God and the joy of all peoples. Over the last three decades, the Lord has caused us to grow into an intergenerational congregation of 500 worshipers, including over 100 covenant children. We currently employ a dozen full and part-time staff members led by our Senior Pastor, Justin Borger.

As a Reformed congregation, we trace much of our theological heritage back to the 16th-century Protestant Reformation. As a part of the Presbyterian Church in America (PCA), we hold to the doctrinal standards found in the Westminster Confession of Faith, Larger, and Shorter Catechisms.

When St. Paul's was planted in 1991, the founding members of our congregation longed to recapture a historically rich form of liturgy that would help people worship the Lord "with reverence and awe" (Hebrews 12:28) in "the beauty of holiness" (Psalm 96:9). This commitment continues to inform and inflame the heart of worship at St. Paul's to this day. Our great desire is to see the triune God of the Bible—Father, Son, and Holy Spirit—exalted from the depths of our hearts to the ends of the earth. And we believe our children—and our next Children's Ministry Director (CMD)—have a vital role to play in this great purpose.

Our Vision

Our *vision* is to see the invisible kingdom of heaven made visible for the glory of God and the joy of all peoples.

Our Mission

Our *mission* is to see this vision realized as we grow in grace and give away our lives in 1) worship, 2) discipleship, 3) community, 4) local missions, 5) global missions, 6) children's ministry, and 7) youth ministry.

As a local church, we are deeply invested in each of these seven major ministry areas with our time, talent, and treasure. These ministry priorities—including children's ministry—reflect the heart of our church and are where we devote our congregational resources.

Children's Ministry Overview

We love children at St. Paul's and count it a great privilege to partner with parents in teaching children to trust and obey the Lord Jesus Christ. The Gospel writers remind us how Jesus took children in his arms (Mark 13:16), and we want our children to experience this loving embrace at St. Paul's. It is our prayer that every child in our midst would experience the Savior's welcome, "Let the little children come to me and do not hinder them, for to such belongs the kingdom of heaven" (Matthew 19:14).

Because of this, the role of the Children's Ministry Director (CMD) is one that we take very seriously. The individual who fills this position must have a winsome personality and relational wisdom. The CMD must be able to relate to adults and children alike, build strong relationships, and excel in recruiting others to serve in the children's ministry. This individual must be committed to biblical and reformed instruction for even our youngest covenant children and must recognize the sufficiency of Scripture for teaching, reproof, correction, and training in righteousness. We want our CMD to be a lifelong learner, both in the knowledge of God and his Word and in discerning and implementing best practices for children's ministry.

This role requires strong administrative abilities to create and maintain schedules for ministry partners, maintain curricula and supplies needed for the ongoing work in children's ministry, and develop and work within a given budget to complete ministry goals. The CMD must have excellent oral and written communication skills to recruit and train ministry partners and encourage parents in the important work that they do. The CMD must be a team player who can also work independently.

We recognize that all of this is an enormous task, so the person who fills this role could only do so in humble reliance on the grace of our Lord Jesus Christ, the love of God the Father, and the fellowship of the Holy Spirit.

Job Description: *Children's Ministry Director*

Role

The role of the CMD is to lead St. Paul's children's ministry, which is characterized by:

- Love for each child as a unique image-bearer of God.
- Partnership with and encouragement of parents.
- Instruction that equips children to become lifelong followers of Jesus.
- Involvement of children in the whole life of the church.
- Promotion of intergenerational and covenantal relationships.

Reporting

The CMD reports to the Director of Ministries (DOM) for the execution of all responsibilities.

Responsibilities

1. Love children and families.
2. Pray for the children and families of St. Paul's.
3. Stay current and historically informed as St. Paul's "subject matter expert" in best practices and literature for children's ministry.
4. Lead the Children's Ministry committee.
5. Maintain regular children's ministry communications.
6. Maintain and develop children's ministry curriculum, including Sunday School, Weekly Children's Bulletin, VBS, Children's Church, and Missions Conference.
7. Recruit, train, and develop children ministry partners, including Nursery Workers, Twos and Threes Sunday School, Kindergarten Sunday School, First & Second Grade Sunday School, Third Grade Sunday School, Fourth and Fifth Grade Sunday School, Children's Choirs, and VBS Workers.
8. Lead seasonal children's events/special occasions, including VBS, Easter Party, Reformation Party, and Advent Candle Lighting.
9. Ensure that the timeline, planning, and coordination of all activities occur within calendar, staffing, facilities, and budget guidelines.
10. Maintain Resource Room and first aid supplies, including purchasing, organizing, labeling, and restocking all supplies.

11. Ensure compliance with the Child Protection Policy, including training workers and volunteers on the policy, enforcing the policy (including verifying background checks and personal references), and annually reviewing the policy and making any needed updates (in consultation with the DOM).
12. Perform other duties as assigned.

Requirements

1. Maintain a Christian testimony in humble dependence on the grace of the Lord Jesus Christ, the love of God the Father, and the fellowship of the Holy Spirit.
2. Person of character who is hard-working, honest, trustworthy in all areas, and supportive of the pastors and other staff.
3. Embrace St. Paul's confessional standards.
4. Experience in children's ministry.
5. Bachelor's degree or higher preferred.
6. Relational wisdom, able to work independently and as part of a team, and to maintain the confidentiality of sensitive information.
7. Embrace St. Paul's vision, mission, and sevenfold ministry model and be wholeheartedly committed to its execution under St. Paul's leadership.
8. Leader who can recruit and motivate people to action.
9. Communicate effectively both orally and in writing and can solve problems independently.

Application Process

Those interested in applying may do so by sending a cover letter and resumé to justin@stpaulsorlando.com.

More information about St. Paul's Presbyterian Church is available at stpaulsorlando.com.