



Children's Ministry Director

Job Description

General Description

Overview: Christ Our Redeemer is looking to hire a Children's Ministry Director who will create a culture of grace and environment of safety and discipleship and fun for our Children's Ministry. The Children's Ministry Director will be an influential part of our just over two year old church body, while working alongside the Staff and under the guidance of the Session, in order to lead a Gospel-centered, age-appropriate, and intentionally-planned ministry for the children in our community.

About Us: Christ Our Redeemer is a church located in Camarillo, a city in the larger Ventura County in Southern California. We belong as a member church to the Presbyterian Church in America (PCA). We are a community committed to the Gospel of Jesus Christ in our teaching, culture, community life, and mission.
(Church website): www.corpcavc.org

Summary: The Children's Ministry Director will oversee, guide, and grow the Sunday classes for Nursery through 5th grade. This includes volunteer training and coordination, curriculum, programming, scheduling, and event-planning for Children's Ministry. For this new(er) ministry and as part of a growing church, the Children's Ministry Director will be looked upon to build upon the existing patterns established as a church and to adjust in accordance to the changes encountered in the church. The Children's Ministry Director will be looked upon to create an environment of safety, a culture of grace, and a dependable structure for the Children's Ministry.

Responsibilities

1. SUNDAY OVERSIGHT

Objective: Provide organizational direction and coordination as the primary point person for Nursery and Kids classes on Sundays.

- Prepare during the week to prepare lessons, line-up of volunteers, etc.
- Serve as a teacher and/or coordinator on Sundays, as needed.
- Set up materials and tables for classrooms.
- Organize check-ins that promote a sense of readiness and accountability.

2. VOLUNTEER TRAINING AND ADMINISTRATION

Objective: Foster a joyful and organized serving environment through effective training and consistent communication, toward the aim of competently instructing our children in the Gospel.

- Recruit and assemble a team of leaders and volunteers for Nursery and Children's Ministry.
- Prepare weekly lessons/materials for teachers, by (1) editing as needed and (2) distributing accordingly.
- Communicate with leaders and volunteers on a weekly basis, facilitating monthly meetings.
- Organize documents, rosters, and information about Nursery and Children's Ministry.

3. PARENT LIAISON

Objective: Provide communication and engagement with and for parents, promoting a spirit of partnership by coming alongside parents disciplining their children in the home.

- Keep parents informed and in the loop as to what's happening on Sunday mornings.
- Provide resources and encouragement to parents, supporting the spiritual growth of COR kids in the home.
- Lead at minimum one parents meeting per year, describing missions and objectives for the coming year.

4. MINISTRY DEVELOPMENT

Objective: Provide and take initiative in continuing to develop the Children's Ministry in accordance to the season and growth of the church, collaborating with Staff and members of the Children's Ministry Team.

- Create a vision for Children's Ministry alongside a team of members (Children's Ministry Team) for feedback and collaboration.
- Be creative in spearheading special opportunities for children in main service: Advent/Christmas, Holy Week/Easter, start of school year, Covenant Sundays (first Sunday of each month), possible VBS, etc.
- Create and implement a plan for growing Children's Ministry and for welcoming new families.
- Collaborate with Session for developing Communicants Class, brainstorming ideas in line with vision for the church.
- Organize and maintain Child Protection Policy through training, communication, and enforcement.
- Provide support to other areas/events where childcare is needed.

Requirements

The Children's Director must have the following:

- LOVES the Gospel and Gospel-centered ministry.
- Able to create a rhythm of Gospel-centered and age-appropriate learning.
- Able to create an environment of fun, safety, and joy.
- Able to lead a team of volunteers through meetings, communication, etc.
- Prior experience with teaching children and/or children's ministry at a local church (paid or volunteer).
- Flexible; able to adapt quickly with a new and growing church.
- Able to use Planning/Church Center software to manage and update roster, events, check-ins, etc.
- Join COR as a member; committed to participating in life of the church.
- Embraces, able to articulate, and seeks to implement COR vision and values.
- Embraces Gospel-centered theology and in accordance to doctrinal stances of the PCA.
- Must be background checked; experience in infant/child CPR certification preferred.

Time & Compensation

The Session of Christ Our Redeemer promises the Children's Ministry Director the following:

- Time: 10-20 hours (depending on availability and/or need).
- Compensation: \$30-35/hour (commensurate with education and experience).

To Apply

- Provide cover letter and resume.
- Provide contact information for three references.
- Provide brief statement for your philosophy of ministry (specifically, for Children's Ministry).
- Send application items to Sun Kwak (sun@corpcavc.org).

