



FIRST
PRESBYTERIAN
CHURCH of
CHATTANOOGA

KIDS

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Director of Kids' Ministry

Position will be open beginning August 1, 2022

First Presbyterian Church of Chattanooga, with 850+ adult members and 200+ children, located near downtown Chattanooga in a beautiful and historic building with excellent children's ministry facilities, is seeking to hire a full-time, female Director of Kids' Ministry, involving infants through 5th grade, to further the church's vision to help parents disciple their children in the gospel. This is a full-time, hour per week, salaried position with benefits. This position reports to the Pastor of Discipleship and Children.

Expectations

- Pursue a personal relationship with Jesus through time in Prayer, reading God's Word, and Worship
- Possess a heart for children and a passion for relational ministry.
- Grow spiritually and professionally by reading, taking classes, and attending conferences and seminars.
- Passionately embrace the mission and vision of the church.
- Desire to be a team player, leading by serving.
- Cast the vision for a vibrant Kids' Ministry inviting children to See Jesus, Savor Jesus and Share Jesus.

Position Qualifications/Strengths:

- Humble leadership and good communication
- Relational, warm, and welcoming
- Effective recruiter and team player
- Solid organizational skills
- Flexible, patient, and forgiving
- Energetic and Hard-working

Requirements

- Undergraduate degree
- Experience leading or assisting in leadership in a church setting
- Understanding of Scripture and Reformed doctrine (cordially committed to the Westminster Standards) and child development

Key Responsibilities

- Oversee and coordinate Sunday morning ministries including the Nursery, Children's Church, and Sunday School in both the Nursery and PreK-5th grade
- Oversee and coordinate the Midweek Kids' offerings including the Nursery and PreK-5th grade, in collaboration with Children's Choir through the Music Ministry
- Coordinate the Bible Memory Work Ministry throughout the year
- Oversee Nursery Coordinator(s), Assistant to the Kids' Ministry Director, and Interns
- Recruit, train and mentor interns
- Communicate with families and the church about the ministry and events through weekly church announcements, weekly Kids' ministry email update, and the 1st Pres Kids' Facebook group.
- Maintain and nurture volunteer relationships and recruit new volunteers as needed.



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- Oversee the Nursery Ministry by helping the Nursery Coordinator(s) recruit, train and mentor Nursery staff, meet regularly with Nursery Coordinator(s) to oversee the Nursery ministry, and provide childcare for various gatherings and events.
- Partner with the Pastor of Discipleship and Children as supervisor of this position.
- Ensure that child safety practices are followed throughout the ministry (see our Child Protection Plan)
- To develop and oversee the Kids' Ministry budget so it effectively and wisely stewards church resources and maximizes ministry opportunity.

Special Events Through the Year

- Volunteer Appreciation
- Staff and volunteer trainings throughout the year
- Quarterly team meetings involving staff and volunteers
- Vacation Bible School
- Bible Memory Ministry Awards Celebration (first Sunday in August)
- Promotion Sunday and 5th Grade Graduation/Moving Up Sunday (with youth leaders)
- Mission Vision (Children's Missions Conference during World Missions Conference)
- Operation Christmas Child packing party
- Nursery for Christmas Concert and practices
- Communicants' Class
- Child protection training events



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