

The Covenant Presbyterian Church
Director of Children's Ministries
Position Description

Covenant Presbyterian Church, a member of the Presbyterian Church in America (PCA), is located in Saint Louis, Missouri.

Purpose:

The Director of Children's Ministries provides direct oversight of the children's ministries of The Covenant Presbyterian Church and other duties as assigned by the Senior Pastor.

Profile:

Ministry passions include:

- Love for children: passionate about seeing kids grow spiritually
- Spiritual maturity: by God's grace, seeks to model godly living to children
- Creative thinking: injects a good balance of fun and play into ministry
- Gifts in communicating: excels at explaining God's truth to children
- Visionary thinking: long-term view of spiritual development of children
- Management skills: able to lead volunteers, manage resources, and complete administrative tasks
- Intergenerational Ministry: a comprehensive approach to ministry from cradle to grave

Ministry goals include:

- Investment: willing to make a commitment to provide stability
- Teamwork: desires to be part of a ministry team
- Initiative: capable of taking a vision and applying it to Children's Ministry

Primary Duties and Responsibilities:

This position is primarily responsible for ministry to children from birth through grade six. The Director of the Children's Ministry will help provide opportunities for parents to learn and grow in discipleship of their children. The primary objectives are to lead the church in evangelizing and discipling children and serving as a resource to parents and families in order to assist them to develop godly Christian homes. These duties fall into three main categories: leadership, discipleship, and administration.

Leadership:

- Serve as a liaison to the pastoral staff and appropriate ministry leaders to cast a vision for ministry and to ensure that children are integrated into all church ministries to the degree possible
 - Attend Staff Meetings
 - Attend and Conduct Children's Ministry Committee Meetings
 - Children's Ministry Committee will help provide the following:

- Volunteer recruitment, curriculum selection, school and ministry cohesion, VBS oversight, communication with parents, and event planning and management.
- Provide general oversight for the following children's ministry programs
 - Children's Sunday School
 - Children's Worship
 - Vacation Bible School
 - Kids' Praise (Sunday nights during the school year)
- Oversee special children's ministry events

Discipleship:

- Recruit, train, develop, and oversee a team of adult leaders who have a passion for shepherding and discipleship of children
- Mentor children and families

Administration:

- Update and maintain safety and other policies for children's ministries in conjunction with other ministries in the church.
- Work with the pastoral staff and ministry volunteers to review and select curriculum materials and educational tools for each of the children's ministry programs
- Work with the church property manager to ensure appropriate use and maintenance of the children's ministry area and maintain a neat and organized children's ministry space
- Purchase resources and supplies to use throughout the program
- Oversee the development and implementation of the children's ministry's budget
- Provide a monthly report of children's ministry activities to the Session