

Job Description – Hyde Park United Methodist

POSITION:	Director of Children's Ministries	EXEMPT
REPORTS TO:	Director of Discipleship Ministries	
STATUS:	Full-Time	

The Director of Children's Ministries is responsible for the overall process by which we fulfill our mission of Making God's Love Real in the lives of children and families (Babies - Grade 5). The primary focus is to help our children know and experience the love of God made real in Jesus.

DIRECTOR'S ROLE:

Equip, lead and spiritually support staff and lay persons to use their gifts in ministry with children and families in the life of this church.

- *Leadership:* Support, mentor and coach the Children's Ministries Leadership Team made up of staff and volunteers. Supervise part-time staff.
- *Strategic:* Continuously identify new ways to be effective in all areas of ministry in person and online, plan strategically for the future of these ministries through various phases, and implement new strategies as needed.
- *Visionary:* Communicate a clear vision, goals and benchmarks to staff, lay volunteers and parents, and evaluate progress toward those goals.
- *Relational:* Create a positive environment for staff, volunteers and families - one of teamwork and cooperation

DIRECTOR'S TASKS:

- Use curriculum that helps children and families walk and grow on the Discipleship Pathway that complement mainline, United Methodist theology.
- Plan and organize weekly programming for children.
- Plan and organize annual and periodic events such as Vacation Bible School, Family Fun Nights and family Christmas activities.
- Work with the clergy to provide care for children and families related to children's ministries in times of need or crisis.
- Promote a cooperative relationship with the Small Blessings Preschool.
- Manage the overall framework for the children to grow in their love for God and others through the seven spiritual practices: prayer and meditation, reflection on Scripture, financial generosity, small group community, gifts-based service, invitational evangelism, and corporate worship, *as follows:*

Small Group Community

- Provide safe and fun spaces where children can grow in faith, feel connected to God and this church, and build relationships with other kids and adults.
- Provide opportunities for parenting classes, workshops and support groups.

Prayer, Reading Scripture, Giving (Financial Generosity)

- Cultivate intentional elements of prayer, reading scripture and giving that are age and developmentally appropriate.
- Involve parents / caretakers beyond programs at church.

Gifts-based service

- Help children discover ways that they can serve in both children's programs and in the life of the larger church.
- Invite and equip volunteers to take their first step

Invitational Evangelism

- Develop a contagious culture that is welcoming and hospitable to children, families and volunteer leadership.
- Provide fun, low commitment, entry points to help children take their first step.

Corporate Worship

- Provide opportunities for worship within the context of children's programs, which glorify God, celebrates our faith and invites children to faith in Christ.
- Encourage and facilitate children's participation in worship services, including a *Children's Moment* at 11 a.m., children's music and activity bags.

REQUIREMENTS:

Education / Training / Experience

1. Minimum of a Bachelor's degree in Christian Education or in an area of study related to child development or related experience.
2. Skills, aptitude, training and experience in children's ministry.
3. Ability to coach and lead a team of volunteers and staff.
4. Strong verbal and written communication skills.
5. Relevant experience in a large United Methodist church.

Personal Characteristics

1. A Christ-centered, biblically-rooted, warm-hearted faith in Christ which expresses itself in a loving, joyful, healthy relationship with others and personal freedom in sharing his/her personal experience of Christ.
2. A clear passion to help children experience and know the love of God.
3. A commitment to the mission and vision of Hyde Park United Methodist.
4. A visionary person with the initiative to explore the most effective means by which the church's mission can be fulfilled.
5. A team player who works well with other church staff members and who has proven effectiveness in working with volunteers.
6. Personal commitment to the spiritual heritage, doctrine, and Social Principles of the United Methodist Church.
7. Evidence of Christian character lived-out through spiritual disciplines and participation in the life of the church.
8. A sense of humor and ability not to take him/herself too seriously.
9. High energy level for the demands of a growing ministry.