

Living Hope Community Church
38 West End Avenue // Old Greenwich, CT 06870 // 203-637-3669
www.LivingHopeCT.org

Mission Statement:

Connecting people in real loving relationship with God through Jesus Christ in the power of the Holy Spirit, with each other in contagious Christian community and with their calling of servanthood in the world.

Vision Statement:

Grow God's Kingdom in Old Greenwich and beyond by creating interconnected (Networked) contagious Christian communities (Churches).

Children's Ministry Director
Position Description

Purpose: To lead and grow a welcoming, supportive, exciting, Christ-centered, and safe ministry for children (birth through 5th grade), partnering with families and volunteers to nurture spiritual growth to become life-long disciples of Jesus.

Requirements: The Children's Ministry Director for Living Hope Community Church must exhibit a deep personal faith in Jesus Christ as their Lord and Savior and be able to clearly communicate and demonstrate that faith with confidence and sensitivity to our children, youth and their families.

Key Responsibilities & Roles:

With the guidance and support of the Pastor/Head of Staff and Staff, the Children's Ministry Director oversees the ministry of children, youth and their families from nursery through 5th grade to:

1. Ministry Leadership

- Cast and implement a vision for children's ministry aligned with the church's mission
- Develop and implement a strategic plan for educating and equipping each child in age-appropriate fundamentals of the faith and to accept Jesus as their Lord and Savior.
- Organize special events (VBS, Back to School Event, Christmas Pageant, Journey to Easter- a Passport Adventure, Christmas outreach, seasonal events i.e. Trunk-or-Treat, Fall Festival)
- Plan and oversee all Sunday morning programs for children (Nursery, Pre-K, and Elementary)
- Develop and lead midweek or seasonal children's events (VBS, Family Nights, etc.)
- Ensure all lessons and activities are biblically grounded, age-appropriate, and engaging

2. Volunteer Recruitment & Training

- Recruit, train, schedule, and support volunteers for all children's ministry roles
- Provide leadership development and encouragement to volunteer teams
- Ensure volunteers follow child safety policies and procedures
- Communicate with ministry volunteers weekly and in advance about curriculum and activities
- Be available within reason to parents, children and youth for unexpected support needs

3. Family Engagement

- Partner with parents to support discipleship in the home
- Communicate regularly through newsletters, social media, and in-person touchpoints
- Serve as a resource and advocate for children and families within the church

4. Administration & Safety

- Manage ministry budget and resources
- Maintain clean, organized, and welcoming environments
- Decorate children's ministry physical space periodically
- Ensure compliance with church's child protection policies (background checks, training)
- Establish a system of registration and check-in for all children's ministry programs, maintain accurate membership and attendance roles, and develop an on-going plan to reach out to and connect with inactive children and their families

5. Church Integration

- Collaborate with other ministry areas and staff for church-wide alignment
- Participate in staff meetings, planning retreats, and church events at the rhythm established by the Pastor/Head of Staff
- Be a visible, warm presence within the broader church community by attending all major church functions including Sunday worship, as well as regular evening or morning events as appropriate
- Actively participate in Sunday worship service, greeting children, youth and families, personally welcoming new families and introducing them to others
- Deliver Children's Sermon (3-4-minute teaching) occasionally during Sunday services

Key Spiritual Gifts:

- Leadership, Shepherding, Teaching, Evangelism

Core Competencies:

- Lead, Motivate and Inspire, Disciple, Attract/Gather, Support

Disciplines:

- Evangelism, Shepherding and Care, Leadership Development, Recruitment, Discipleship

Intended Outcomes (but not limited to):

- Children, youth and families being attracted to visit and become Covenant Partners of Living Hope Community Church
- Children and youth attending Living Hope Community Church are assimilated, growing and serving
- Children and youth attending Living Hope Community Church are having a positive impact on the lives of others within the church and in the community

The above job description and on-going activities represent an exhaustive list of major responsibilities and roles. Any item added, changed or removed is at the discretion and approval of the Pastor/Head of Staff.

Experience, Education, Requirements:

- A love for children/youth and a passion for Jesus
- Experience leading children and/or youth ministry or applicable related program preferable
- Must possess a driver's license and own a vehicle
- References requested
- Background check and safety course completion required
- College Education and/or Masters in a ministry discipline preferred

**Inquiries about this position including resumes can be emailed to
office@LivingHopeCT.org**