



**Position:** CCKids Director

**Reports to:** Pastor of Discipleship & Strategic Ministry Development

**Hours/Type/FLSA Status:** 15-20 hrs/week with flexibility to meet demands of role/ Non-Exempt

**Position Summary:** The primary role of the CCKids Director is to build young disciples for Christ by: developing and implementing a comprehensive approach to Children's Ministry in the areas of Worship, Discipleship, Community, Outreach, and Prayer; as well as overseeing the development of sustainable community, discipleship, and care for children and their parents.

### **Reporting Relationships:**

- Provides leadership to Children's Ministry volunteers
- Oversees paid Nursery staff
- Reports to the Pastor of Discipleship and Strategic Ministry Development (D&SMD)

### **Specific Responsibilities:**

#### *Children's Ministry (Nursery-5th grade)*

- Continues to develop and work alongside a CCKids Planning Team (volunteers/parents) to help coordinate a consistent discipleship across children's ministry
- Creates and/or curates materials for a Sunday morning curriculum
- Provides leadership, screening, and training to all volunteer staffing
- Mentors and equips volunteer teachers & helpers by identifying and developing them
- Communicates with volunteer staff, parents, and children in a timely and effective manner using multiple media
- Collaborates with the Pastor of D&SMD to plan events and programs for children and their families
- Oversees CCKids paid nursery staff

#### *Other Ministry Responsibilities*

- Oversees the use of the Ministry Center on Sunday mornings (opening and closing building; reporting issues with damage, air or heating units; picking up children's areas post Sunday activity; maintaining closets and supplies)
- Ordering supplies and food items and complying with allergy issues for snacks

### **Requirements:**

- Holds a Bachelors degree in Children or related ministry from an accredited college.
- Master's degree from an accredited seminary a plus.
- Will seek opportunities for personal and professional development
- Available to assume additional responsibilities as needed