

JOB DESCRIPTION
North Decatur UMC

The mission of North Decatur UMC is to make disciples of Jesus Christ for the transformation of the world. We do this through an intentional discipleship process: boldly welcoming all, connecting with God and one another, and being sent to proclaim the Gospel through our acts of invitation, justice, and mission.

Position: Children and Family Minister

Position Reports To: Senior Pastor

Position Classification: Part-Time- 20 hours/week

Position Summary: The Children and Family Minister is responsible for designing and implementing creative ministries that teach children and their families how to live lives of faith. She/he is also responsible for shaping healthy child development habits and faith development that is age appropriate, faithful, and inclusive of all families in our community.

Position duties and responsibilities:

- Responsible for the oversight and leadership of the Children's Ministries of NDUM that include: Nursery, Sunday School, 9:00 Table worship, 11:00 children's moment, 11:00 Kid's Zone, Parents Night Out, and Vacation Bible School, as well as any other special family events.
- Develop and coordinate a Children's Council to meet regularly to establish effective ministries
- Recruit, train, and involve new children's ministry volunteers and staff
- Communicate consistently and effectively with parents.
- Strive for good stewardship of funds. Create and effectively manage the Children's Ministry Budget.
- Meet each child at their individual level of development, and foster a love of God.
- Encourage each child's growth into the community of faith.
- Foster open communication with the SAND preschool program, and provide support through chapel services.

Qualifications:

- Education and Experience: Bachelor's degree in a field related to child development and/or religion, Experience in childcare, CPR certification and/or willingness to complete CPR certification at church expense.
- Knowledge, Skills, and Abilities: Experience and skills in creative forms of ministry, ability to develop ministries and programs, effective communication, collaborative leadership, pastoral care, teaching.

Evaluation and Compensation Review:

The Children and Family Minister works directly under the Senior Pastor and receives an annual performance evaluation and salary review, initiated and approved by the Senior Pastor and the Staff Parish Relations Committee.