



Director of Children's Ministry
Ormewood Church, www.ormewoodchurch.org
Atlanta, GA

Hours per week: 20 hours/week

Compensation: \$22/hour

Benefits: 2 paid weeks of vacation per year. Three Sundays off per year. We are closed the week between Christmas and New Year.

Mission: Welcoming everyone to explore the living GOD in our neighborhoods.

We seek an energetic, relational, and organized leader who loves children and can cast a vision that will reach and support our community of families with children.

The responsibilities of the Director of Children's Ministry includes:

- Oversee ministry needs for children birth-5th grade.
- Lead creative, engaging environments on Sundays to help children grow in their understanding of God, self, and neighbor.
- Recruit, train, and inspire a team of volunteers to partner in the ministry to children.
- Develop relationships with parents that encourages them in their vital role of shaping their children spiritually and providing the loving foundation for their child's future.
- Work with the Organizing Pastor and other volunteers so that children's ministries supports the overall mission of the church and vice-versa.
- Assist with development, management, and oversight of the Ormewood Children's Ministry budget that reflects the goals of reaching, encouraging, and discipling children and families in our church and neighborhood.
- Plan and provide oversight of special events throughout the year that connect the families of our church to one another and the neighborhood; including but not limited to Parent Night Out and Creative Camp.
- Coordinate and schedule teachers/volunteers for Children's Ministry classes and events.
- Obtain and provide teachers/volunteers with age-appropriate curriculum materials.
- Assess, purchase, and maintain inventory for supplies (e.g. snacks, crafts, etc.).

- Assist with implementing procedures that ensure child safety, including administering security clearances and background checks for all volunteers.
- Attend weekly staff meetings.
- Maintain good communication with families.
- Oversee and assist in setting up and breaking down before and after kid's programs.

A qualified candidate displays the following:

- Christian maturity in a progressive, reformed tradition.
- Has at least 2 years of applicable experience with references.
- Can pass a background check before the first day of the job.
- Can work independently and complete tasks without direct supervision.
- Is administratively organized.
- Has earned a bachelor degree or higher.

If you are interested in this position, please email Rev. Jenelle Holmes at jenelle@ormewoodchurch.org.