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**Children’s Ministry Coordinator**

**JOB DESCRIPTION**

**OVERVIEW**

LCBC is seeking a Children’s Ministry Coordinator to provide overall leadership and vision for the birth through 5th grade children and their families at our church.

**Personal Characteristics and Requirements**

* Must have a personal relationship with Jesus Christ
* Growing in Christ through personal spiritual disciplines and displaying growth in attitude, action, and Christian behavior
* Affirms the Baptist Faith and Message 2000
* Displays mature Christian behavior
* Must maintain an up-to-date background check.

**Desired Ministry Skills**

* A passion for ministry and making disciples of children
* Proficient in teaching the Bible
* Ability to recruit, train, and lead a team of volunteers
* An ability to communicate clearly
* A relationship builder with children and parents
* Musical talent and knowledge of technology is a plus

**Children’s Ministry Duties**

* Provide leadership, vision, and oversight of the Children Ministry
* Prepare, Organize, and implement plan for Sunday mornings and Wednesday evenings
* Provide counsel as needed to parents
* Develop disciple making strategy and process for children birth – 5th grade
* Plan and coordinate Youth events (Camp, VBS, Fellowships, Outreaches, etc.)
* Equip parents as the primary disciple makers of their children with resources and other tools
* Be trained in Ministry Safe procedures related to ministering to children in the church

**Work Related Expectations**

* Participate in planned staff meetings (currently every other month on Sunday afternoon/evenings).
* Participate in regular check-in meetings with the pastor.
* Attend quarterly business meetings of the church
* Maintain office hours appropriate to the position and the necessary tasks
	+ 20 (+/-) hours a week (depending on church schedule)
* Maintain regular communication with parents, volunteers, and students

**Education and Experience**

* College Degree or continuing Education preferred
* 0-5 years in Children ministry related experience required

**Salary**

* 20,000 Annual Salary