



<b>Job Title:</b>	<b>Director of Children's Ministry</b>	<b>Job Category:</b>	Director Staff
<b>Location:</b>	Sturgeon Valley Baptist Church	<b>Travel Required:</b>	Within city area
<b>Reports to:</b>	Senior Pastor	<b>Position Type:</b>	Regular (30 hours/week)
<b>Job Description: The role will oversee and participate in the discipleship of children and equip various teams to empower parents where possible to be active in the discipleship of their children.</b>			
<p><b>Key Priorities:</b></p> <ol style="list-style-type: none"> <li>1. Strive to meet the spiritual needs of children and their families. <ol style="list-style-type: none"> <li>a. Ensure that the gospel is preached throughout the various children's ministries.</li> <li>b. Help children to become familiar with God's Word and God's character through effective curriculum and program design and delivery.</li> <li>c. Pursue continuing professional development.</li> </ol> </li> <li>2. Provide overall leadership for SVBC Children's Ministries such as Kid's Church, Mid-week Kid's Club, Kid's Camp (VBS) and summer programs, special events and Nursery. <ol style="list-style-type: none"> <li>a. Cast and communicate vision.</li> <li>b. Choose &amp; develop curriculum for children's programming and oversee the implementation.</li> <li>c. Actively engage in programming by teaching lessons and interacting with families and children regularly.</li> <li>d. Draft and provide effective stewardship of Children's Ministry Budget.</li> </ol> </li> <li>3. Recruit, screen, train, equip and lead volunteers, seeking to build up leaders from within SVBC.</li> <li>4. Equip parents and families to disciple their children beyond the walls of the church. <ol style="list-style-type: none"> <li>a. Serve as primary staff caregiver and resource to children and their families.</li> <li>b. Seek input and feedback from parents and volunteers.</li> <li>c. Collaborate with other SVBC ministries to provide opportunities for children and families to serve, learn and grow.</li> <li>d. Communicate clearly and regularly with parents and caregivers.</li> </ol> </li> <li>5. Create a welcoming and safe environment for children and their families <ol style="list-style-type: none"> <li>a. Ensure that all potential volunteer's names are given to Plan to Protect Administrator. Work with Plan to Protect® Administrator to provide at least annual training/review on guidelines and standards.</li> <li>b. Provide opportunities and events where new children and families are invited to attend.</li> <li>c. Utilize virtual tools to connect and engage families (current and new)</li> </ol> </li> </ol> <p><b>Reports to:</b></p> <ul style="list-style-type: none"> <li>• Senior Pastor or Designate</li> </ul> <p><b>Reports from:</b></p> <ul style="list-style-type: none"> <li>• Nursery, Kid's Church, Kid's Clubs.</li> </ul>			



**Skills/Qualifications:**

- An unquestioned and vital commitment to Jesus Christ as Savior and Lord.
- Personal character, lifestyle and family life, that is in accordance with 1 Timothy 3.
- Agreement with Sturgeon Valley Baptist Church directional statements, constitution and employment policy.
- A post-secondary degree or diploma preferably in Ministry Training or equivalencies may be considered (education and experience).
- Proven effectiveness in children's ministries or child education would be considered an asset.
- Superior oral and written communication skills and the ability to effectively communicate with both church and un-church people.
- Strong MS Office skills.
- Ability to work well independently as well as a member of multiple, integrated teams.
- Ability to multi-task and manage several issues in parallel.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	