

HOPE CHAPEL POSITION DESCRIPTION

Children's Ministry Director

Hope Chapel is seeking to fill the position of Children's Ministry Director. The individual in this position will join a vibrant and faithful community of children, families, and adults, and lead the children's ministry into its next phase of growth. The director will lead and grow a group of youth and adult volunteers that use fun, relatable methods to teach and inspire children from 1-year olds to 5th graders in their spiritual journey. In addition, the Children's Ministry Director will be empowered to cultivate the vision for Hope Chapel's children's ministry, including creating additional opportunities for children and family ministry outside of Sunday morning Kids Connect.

The Children's Ministry Director will be a member of the church staff, reporting to the Pastor of Family and Adults. The role is expected to require approximately 30 hours per week.

General Expectations:

- Demonstrate the highest standards of Christian character and practice in both their private life and ministerial practice.
- Maintain excellent working relationships with other Pastoral and Ministerial Staff of Hope Chapel as well as the church's various leadership teams and communicating with them as necessary.
- Attend Staff and other Church meetings as required and instructed.
- Engage in on-going personal and professional development activities.
- Provide regular updates on activities and impact as required by the Senior Pastor.
- Be Enthusiastic about children and ministry.
- Ability to innovate, initiate, organize, complete, and follow up on applicable work.
- Be a member in good standing of Hope Chapel.

Responsibilities Include (but are not limited to):

- Under the supervision of the Pastor of Family and Adults, assist in implementing Hope Chapel's vision and strategy for its ministry to children, including safety and security policies.
- Plan and implement a weekly, fun, and energetic age-appropriate experiences that are engaging and spiritually valuable that include music, Bible teaching, and lively activities.
- Ongoing recruiting, organizing, and training of volunteers, selecting and implementing necessary curriculum/supplies, problem solving, and preparing the ministry for growth.
- Organize and implement any major Children's Ministry initiatives such as Summer Camps, Outreaches, Parenting Workshops or other such events.
- Regularly coordinate with parents and caregivers about events, teachings, and volunteer opportunities.
- Assist in the development and management of the annual budget for children's ministries.

Terms of Employment

The terms of employment for this position are governed by the By-Laws and Personnel Policies of Hope Chapel.