

CATALINA FOOTHILLS CHURCH FAMILY MINISTRY
CHILDREN'S DIRECTOR
JOB DESCRIPTION

Job Type: Full Time (32- 40 hours per week)

Job Description:

Under the oversight of the pastor and elders and in partnership with the staff, the Children's Ministry Director is responsible for leading, overseeing, and developing all aspects of children's ministry (Catalina Kids: Nursery through Fifth grade). These responsibilities include the selection and training of staff/volunteers and the administration of programming, curriculum, and special events.

Purpose/Goals:

1. Mobilize and train members who have a heart of compassion for children into a group of active ministers.
2. Pursue the discipleship of children in the church (Catalina Kids) ages Nursery through Fifth grade, and their further integration into the fellowship.
3. Develop and implement programs that serve the children of the church and foster their integration and spiritual growth.
4. Work together with the other discipleship and integration ministries in the church, including Birth-Preschool, Awake, and Reality to foster an integrated and comprehensive program of discipleship for the children of the church and community.

Key Responsibilities include but are not limited to:

1. Nurture young disciples through gospel-centered teaching.
 - a. Administer a Bible-based curriculum that is faithful to our church's doctrine, theological vision and philosophy of children's ministry. Seek to inform and involve parents and teachers in the shared effort of discipling young believers.
 - b. Recruit and train teachers to faithfully and effectively teach biblical truths to children. Seek to implement effective interpersonal relationships and classroom management skills.
 - c. Creatively implement special events to inspire biblical teaching, outreach, and engage families, such as VBS, Trunk or Treat, Daddy/Daughter Dance, Easter Egg hunt, and Christmas programs.
2. Cultivate a loving, family-based, disciple-making community
 - a. Prayerfully support the spiritual bond between parent and child and encourage the cross-generational unity of the household of faith.
 - b. Maintain excellent communication with all the families involved in the ministry and with the staff.
 - c. Seek to relate to new families and children in Christ-like ways through effective and caring follow-up.
 - d. Personally, model through sacrificial and loving service the kind of maturity, humility, and accountability you seek to nurture in young disciples.
3. Train, Oversee and Review all volunteers and staff in the Children's Ministry
 - a. Create clear job descriptions for all volunteers and staff.
 - b. Train and educate the church, the volunteers and the staff on these roles and responsibilities.
 - c. Do yearly reviews for all involved in the Children's ministry.