

# FIRST PRESBYTERIAN CHURCH

918 North Main Street  
High Point, North Carolina 27262-3989  
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[www.firstpreshp.org](http://www.firstpreshp.org)

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## Director of Children's Ministry

Part-time position, average of 20 hours weekly

### Position Summary

The Director of Children's Ministry, with the support of the Nurture Committee, is responsible for providing educational opportunities for children from birth through 5<sup>th</sup> grade designed to increase knowledge and understanding of the Word of God and the life of teaching of Jesus Christ, and to encourage the practice of this knowledge in our lives as Christians.

**Reports to:** Pastor/Head of Staff of First Presbyterian Church

### Responsibilities:

- Coordinating and resourcing Christian Education programs for nursery-5<sup>th</sup> grade
- Planning/participating in the planning and coordination of seasonal worship and events
- Plan, coordinate and lead Wee Kirk activities
- Maintain inventory of supplies needed for regular and special programs according to budget and program priorities
- Regularly attend staff meetings and Nurture Committee meetings
- Provide a warm and welcoming environment for children of all ages and their families
- Develop strong relationships with children and their families to nurture and mentor them in their Christian faith
- Adhere to and implement First Presbyterian's Child Protective Policy and maintain accurate records regarding Children's Ministry
- Understand and actively support the theological identity of the PC(USA)

### Requirements:

- Bachelor's Degree in Christian Education, Education or equivalent preferred
- Minimum of two years' experience working with children
- Trained in Godly Play, or willingness to be trained in Godly Play

### Skills and attributes:

- Demonstrated leadership skills
- A deep love for working with children
- Ability to plan, organize and coordinate multiple programs and projects
- Strong attention to detail
- Excellent relationship-building, listening and collaborative skills
- Creativity
- Self-directed with ability to learn quickly
- General knowledge of data management systems and social media
- High degree of professionalism, integrity and warmth

- Ability to maintain confidentiality and discretion

**How to apply**

Please send resumé and cover letter to First Presbyterian Church, attn: DCM Search Committee at [firstpreshp20@gmail.com](mailto:firstpreshp20@gmail.com).