

Director of Children & Family Ministry

Position Title: Director of Children & Family Ministry (Children's Director)

Status: Non-ordained, Part Time Commitment

Direct Supervisor: Associate Pastor for Faith Formation

First Presbyterian Church of Tuscaloosa currently serves 150+ children birth through 5th Grade. This is one of the largest and most active ministry populations in our congregation and reflects the growing number of young families choosing our church as their spiritual home. As participation continues to grow, the scope of planning, organization, volunteer coordination, safety oversight, and parent communication has expanded.

The Children's Director serves alongside all staff members but is directly supervised by the Associate Pastor for Faith Formation (APFF). The Children's Director is supported by the Children & Families Faith Formation committee (the Committee). The Children's Ministry Director is available to work on Wednesday afternoon/evenings, expected to work on two or more Sundays per month, and may be asked to work additional Sundays as needed. The director will attend monthly Children & Families Faith Formation committee meetings (currently Wednesday mornings.)

Responsibilities:

With the oversight and guidance, and in collaboration with the APFF and the Committee, we have the ability to include any additional needed responsibilities.

- A. Maintain regular communication with parents.
- B. Provide consistent, Christ-centered Biblical teaching each week in partnership with volunteers and the APFF.
- C. Organize, distribute and prepare curriculum and curriculum materials for Sunday School, LOGOS, Nursery, VBS and other events for the children and their families.
- D. Review and revise, as needed, programming and activities for the Nursery, Children's Sunday School, LOGOS, Godly Play, and other events for the children and their families.
- E. Recruit, train, schedule and support teachers/volunteers for Sunday School, LOGOS, Nursery, Godly Play, VBS and other events for the children and their families.
- F. Plan and provide leadership and support for additional fellowship, spiritual growth and service events for the children and their families.
- G. Develop and execute strategies to engage new children and their families, and to reengage inactive ones in all church sponsored programs and events.
- H. Organize program registrations and rosters.
- I. Ensure all safety policies and procedures are consistently followed.

Qualifications:

- Strong personal faith with a sense of call to accompany children and their families on their faith journey
- Ability to work closely with staff, parents, Committee members, and volunteers
- Effective interpersonal communication skills that reflect energy and enthusiasm
- Ability to recruit volunteers and involve those who are not participating in partnership with the Committee and the Associate Pastor for Faith Formation
- Successful background check including child protection policy required
- Strong organizational skills with attention to detail
- Creative thinker to help and come up with fun & creative children's programs and activities

Compensation:

\$30,000 per year approximately 20 hours per week