

# Children's & Family Minister Job Description

## Are you....

- **Humble?** Willing to listen to others and admit you do not have all the answers.
- **Hungry?** Possess energy and drive to do your work with excellence. Takes initiative to learn and pursue new projects and new opportunities to advance the church in ministry.
- **Engaging?** Have people skills; demonstrate emotional intelligence and works well with others. You are self-aware and know how your words and actions can impact others on the team.

**We're looking for you!** We are also looking for a person who:

- ⇒ Is a disciple of Jesus Christ who demonstrates a growing relationship and has a desire to serve the church.
- ⇒ A clear calling for Children & Family Ministries.
- ⇒ Spiritual gifts appropriate for this position, such as administration, leadership, teaching and pastoral care.
- ⇒ A lifestyle congruent with the biblical character for leaders (1 Tim. 3:1-13; 2 Tim. 2; Titus 1:5-9).
- ⇒ Bachelor's degree or higher in education, Christian ministry, biblical studies, or related field.

Here's what you will do:

### Align Leaders

How do you do meetings and measure success?

- ◇ Coach volunteers and ministry teams to identify primary values and common language that is able to align with the overall vision of the church.
- ◇ Work together with teams toward common goals, objectives, and ministry practices that best mobilize your particular ministry.
- ◇ Manage budget and resources needed to make kids successful.

### Refine the Message

How do you improve weekly experiences?

- ◇ Produce strategic experiences to be relevant and engaging.
- ◇ Design and promote a scope and cycle that prioritizes core messages and biblical doctrine.
- ◇ Develop and improve a diverse team to communicate and lead experiences.

### Elevate Community

How do you develop leaders and volunteers?

- ◇ Implement a system to recruit and train leaders.
- ◇ Manage group structure to connect kids relationally with peers and leaders.
- ◇ Leverage digital strategies to enhance learning and relationships.

### Engage Every Parent

How do you communicate and connect to parents?

- ◇ Design strategic opportunities to help every parent stay connected.
- ◇ Find ways to genuinely partner with parents in raising their children by engaging every parent in their role of providing spiritual development. This includes providing resources and experiences that help parents win with their own kids.
- ◇ Leverage digital strategies to keep parents inspired and informed.

### Influence Service and Church Involvement

How do you create consistent serving opportunities for families and kids?

- ◇ Create consistent opportunities for kids to serve. This includes opportunities for children to serve as a volunteer in the regular weekly ministries, worship services, missional work, and ministry opportunities both locally and globally.
- ◇ Partner with community organizations (Clarity, Love Chapel, etc.) to engage families to serve together.
- ◇ Help to recruit and develop students as volunteers in various ministries.

### Community Outreach

How do you engage the community and the world for Jesus?

- ◇ Facilitate ways to focus our attention and resources on the next generation outside the walls of the church.
- ◇ Promote relationships with the surrounding schools, colleges, civic organizations, and local churches to reach our communities with the Good News of Jesus Christ.

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**Other Responsibilities:**

**Holistic Spiritual Care (Body, Mind, and Soul)**

- Spend time each day with God in prayer and reading His Word
- Pursue balance in work and home life
- Create space one day a month for silence, prayer, and reading in order to accomplish responsibilities in the strength and wisdom of Christ; practice normal and adequate sabbatical rhythms
- Follow Matthew 18 principle for conflict resolution

**Additional Information:**

**Hours:** Full-time

**Accountability:** Lead Minister

**Direct Reports:** Elders and Ministry Team Leaders

**Other:**

- There will be a 60-day probationary period and performance reviews will be conducted annually.
- This position is responsible for the duties described in this job description and other duties as assigned by the Lead Minister and/or Elders and is subject to change as needed.

Please send Resume and Cover Letter to: [bgilroy@gardencitychurch.com](mailto:bgilroy@gardencitychurch.com)