

SOUTHWEST CHURCH OF CHRIST, Children's Ministry
JOB DESCRIPTION: Children's Minister Position
TMH Rev. 11-29-2016

Duties (to step into over time as appropriate):

- Work with Southwest elders, staff, and volunteers to direct and support programs for children from birth through 6th Grade and their families. Programs will include Sunday morning classes and worship, VBS, Bible Challenge, LIFE groups, home studies, etc.
- Recruit, train, and encourage teachers and other volunteers for service in the SW Children's Ministry. Hire and supervise interns and other staff as authorized.
- Offer activities that encourage positive relationships between parents, children, teachers, and volunteers, including opportunities for local service and outreach.
- Provide overall direction and support for the SW Pre-School.
- Coordinate with SW Youth Ministry to ensure a smooth transition between the Children's and Youth programs.
- Maintain the safety of SW children by consistently following authorized safety procedures.
- Propose and manage the annual SW Children's Ministry budget.
- Develop a process to ensure our Children's Ministry is effective. Assess existing programs, procedures, activities, curricula, equipment and other resources. Propose modifications as necessary.

Skills/Requirements:

- Bachelor's or higher degree
- Demonstrated success in recruiting, equipping, and engaging volunteers, preferably in the context of a Church of Christ. Written and verbal communication skills are essential.
- Demonstrated interpersonal and organizational skills. Shows a wise and humble spirit and is worthy of respect.
- Positive, energetic, and charismatic, with a heart for children and their spiritual future.