

CHILDREN'S MINISTER JOB DESCRIPTION:

Mt. Washington Baptist Church
2021 Sutton Avenue
Cincinnati, OH 45230

POSITION DESCRIPTION: Children's Minister **Date Prepared:** 05/29/14 **Date Approved by Committee:** 06/04/2014

STATUS: Part-time

HOURS: 20 Hours per week

General Purpose of Position:

To build young disciples for Christ by developing and implementing a comprehensive approach to children's ministry in a diverse and multi-cultural church family. Overseeing all programming and ministry for children ages birth to 6th grade, including Sunday mornings, Wednesday nights, summer programming and special events including Vacation Bible School. Development of a tutoring program for community children over the summer months also desired, in addition to possible implementation of AWANA program.

Organizational Relationship and Supervision:

The Children's Minister reports to the Pastor for spiritual and ministry guidance. The Children's Minister will be accountable to the Associate Pastor and the Board of Christian Education.

The Primary Tasks:

There shall be a comprehensive approach to the development and implementation of the children's ministry within the Mt Washington Baptist Church family in ministry with five primary areas to lead/support:

1. Oversee the Wednesday night Faith and Fun, potentially transforming it into AWANA
2. Oversee Children's Church on Sunday mornings
3. Support ROCK activities, and work in conjunction with existing ROCK leader
4. Support Children's Sunday school classes and teachers
5. Develop and oversee community outreach

Responsibilities:

1. Be an advocate for children and educate the congregation about the hopes, concerns and needs of children in the local church and community.
2. Help plan, develop, and implement all aspects of a balanced children's ministry in the areas of worship, discipleship, mission and outreach.
3. Be aware of resources for developing the children's ministry programming, and participate in continuing education events and training opportunities.
4. Work in partnership with the Pastor, Associate Pastor and Board of Christian Education to effectively reach children in the community and develop a strategic ministry outreach plan.
5. Keep records of child participation and manage the Children's ministry budget.
6. Communicate in a timely manner and as effectively as possible using all available resources (email, website, bulletin, newsletter, bulletin board, etc.). Ensure communication with church staff and leadership, parents, and the congregation as a whole.
7. Make yourself available to children in a variety of ways (i.e. lunch at school, attendance at extracurricular activities, visitation, times of crisis, etc.)
8. Work in concert with the gifts and talents of other staff members and maintain a teamwork mentality.
9. Ensure that Church Policy is observed in all Children's ministry settings.

Qualifications and Aptitudes:

1. Must be a born again Christian who feels a call by God into ministry.
2. Pursuing a bachelor's or graduate degree in a ministry-related field.
3. Must have vision and a demonstrated ability to plan, develop, coordinate, manage and implement a children's/youth ministry.
4. Must have excellent written and verbal communication skills, conflict management skills, and computer skills.
5. Must possess a proven ability to work effectively with children, diverse individuals, and teams of volunteers.

Inquiries

To apply please send cover letter and resume to mtwashingtonbaptistchurch@zoomtown.com