

Job title: Part-Time Children's Ministry Director

Job Description

Vision:

Community Church empowers its people to Worship God, Serve the World and Live in Community.

Our vision for our children's ministry is that every child at Community Church will come to know the love of Christ and enjoy the fruits of growing in His image. We aim to provide a loving, nurturing environment that enables each child to grow in the confidence that he/she is wonderfully made by a loving creator and has a special place and role in this world.

Purpose:

To provide vision, direction, development and management for all aspects of our ministry to children from kindergarten through fifth grade (K1-P5, ages 3-11), including supervising lay leaders/teachers, curriculum, programming, budgets and planning.

• **Education & Experience:**

- Education: Minimum of a Bachelor's degree from four-year college or university
- Experience: At least 1 year of experience working with a children's ministry

• **Personal Qualifications:**

- A strong walk with God, through a personal prayer life and devotion to the scriptures
- A desire to grow in their faith and abilities
- A self-starter
- Understands childhood development and spiritual development in children
- Has a passion to have children grow in their faith
- Strong verbal and written communication skills
- A good role model
- Team player with effective relational skills

• **Roles & Responsibilities:**

- Leadership – Provide vision, direction, development and management for all aspects of the ministry.
- Recruit, train and encourage lay leaders and teachers.
- Oversee weekly Shine classes and ongoing programming, budgets, facility, planning.
- Communicate and assemble needs for classes or events (such as materials for activities, name tags, videos, etc.).
- Coordinate with Shine CORE team to delegate various aspects of ministry to the team, volunteers and teachers.
- Curriculum – Research, select, and develop long-range curriculum. Organize and distribute materials to teachers and teaching assistants in a timely and intuitive manner.
- Develop and implement an ongoing strategy to help parents fulfill their calling to be the primary spiritual trainers of their children.

- Build and maintain quality relationships with children and their parents.
- Network with other children's ministry workers in the community.
- Set and oversee the children's ministry budget.
- Attend weekly staff meeting & meet regularly with direct supervisor
- Assist with planning and execution of church series and special events
- Coordinate and lead annual events such as Easter party, Christmas Special, etc.

Status: Part-Time/20 hours a week

Contract: Open ended

Interested parties should send their CV and a cover letter to hr@communitychurch.hk