

NEW LIFE TRIANGLE CHURCH

info@newlifetriangle.org

919-995-7483

Job Title: Children's Ministries Director (Part-Time)

PURPOSE:

The Children's Ministries Director is responsible for the development and implementation of the vision, strategy and tactical elements for all programs, activities and educational aspects related to Children's Ministry at New Life. Specifically, the Children's Ministries Director is responsible for Sunday School (Nursery-6th grade) and Childcare for special services.

COMPETENCIES & EXPECTATIONS:

- Passion for ministry to children and seeing both parents and children grow in the faith.
- Growing relationship with Jesus Christ evidenced by action, attitude, and behavior.
- Ability to fully embrace the vision, values, and statement of faith of New Life.
- Proven expertise in administration.
- Reliable, trustworthy, self starter, and excellent at following through on details.
- Possess the ability to embrace innovation and creativity while adapting to growth and change.
- Possess the ability to use appropriate judgment, discretion, sensitivity, and confidentiality.
- Proven leadership skills utilizing a cooperative, collaborative team leadership style.
- Possessing strong interpersonal skills with the ability to maintain healthy and motivating relationship with supervisors, coworkers, and volunteers.
- Possess the ability to understand and to keep current on issues related to safety and security resulting in the implementation of associated activities and safeguards.

ESSENTIAL JOB FUNCTIONS:

- Oversee and implement all programming for Children's Ministry (Nursery-6th).
- Helps to develop and implement the vision for children's ministries in collaboration with the vision of Lead Pastor and Elders.
- Sets direction and trains volunteers with the Lead Pastor.
- Offers care and encouragement of volunteers.
- Works with Elders and Lead Pastor to develop and implement processes necessary for effective Children's Ministry operations.
- Oversee the selection and implementation of curriculum.
- Develop communication plans to keep staff, volunteers and parents informed.

This description is intended to describe the general content and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements

EDUCATION & EXPERIENCE:

- Minimum of 2 years commensurate experience
- Commensurate certificate or training preferred but not required.

SCREENING REQUIREMENT

- Criminal Background Check

PROJECTED HOURS:

- Sunday 9:30-12:30 (3 hours)
- Staff Meeting (1 hour)
- Preparation (2 hours)
- 6 hours per week.

SALARY

- \$400 per month