

QUALIFICATIONS AND JOB DESCRIPTION

POSITION: Director of Children Ministry at FCBC FV

QUALIFICATIONS:

Education:

Minimum Bachelor's degree in **Christian Education** or equivalent.

Expectations:

- Have a personal relationship with Jesus Christ, evidenced by action, attitude, and behavior. Maintain personal spiritual development through Bible reading, prayer, and daily walk with God.
- A love of Christ, His Church and His word and a love for God's children
- Become a member of FCBCFV and fully embrace the mission, vision, and values of the church.
- Have a passion for children's ministry and to see families grow in their faith together.
- Be reliable, take initiative, self-motivated. Give attention to details and strive for excellence.
- A commitment to using wisdom and discernment before making decisions.
- Have a cooperative, healthy, and motivating relationship with supervisors, co-workers, and volunteers.

Doctrine:

Theological position must be consistent with our doctrinal statement: "What We Believe "and "The Baptist Faith and Message" as stated in the Southern Baptist Declaration of Faith, June 2000.

Experience:

Preferably a minimum of 2 years children ministry experience in North America.

Language: English speaking

Marital Status: Devoted to either scripturally based singleness or traditional marriage.

Maintains strong family relationships. Spouse and children are supportive of the minister's responsibilities and ministry.

Family Values: A Scripturally healthy family, (Psa. 78:3-8; 1 Tim. 3:1-7; Tit. 1:5-9).

Spiritual Maturity:

Lives under the power of the Holy Spirit and according to the Word of God demonstrates love and compassion toward others (especially toward the children and their families), as well as sensitivity toward the needs and feelings of the entire congregation; is teachable. (1 Tim. 3:1-7; 2 Tim. 2:24-25).

Interpersonal skills:

One who gets along well with others and commands respect and has the ability to work with a multi-cultural staff.

RELATIONSHIPS:

- Responsible to and works under the supervision of the Senior Pastor.
- Supervises and directs all Children's Ministry volunteers.
- Build relationships with parents and partner with them in their children's faith journey.
- Provide tools to help parents with the spiritual training of their children.
- Ability to interface with Chinese culture.
- Ability to give counsel (parents and children) and/or directs them to others more qualified.
- Willingness to consider a long-term commitment.
- Supports and works with all ministries of the church.

JOB DESCRIPTION:

The Director of Children Ministry will serve as a spiritual leader and shepherd and shall strive to integrate children and early teen ministry into the overall total church life. The Director will work as a part of the pastoral staff to coordinate the children ministry under the direction of the Pastor-in-Charge or his designate.

General Responsibilities

Summary of Responsibilities (Include but not limited to)

- Create and communicate a clear vision, strategy, and development for all children's ministries based on FCBCFV mission and vision.
- Provide leadership, direction, training, and oversight for all children's Ministry leaders, workers, volunteers.
- Provide leadership and oversight for all children's ministries that include Children's Sunday School, Vacation Bible School, AWANA, Sunday Morning Children's Worship,

- Special Events, Children's Camp.
- Work with Sunday School Committee to review, purchase, and oversee all curriculums for children's ministries.
- Recruit, train, pray for, and involve new Children's Ministry volunteers.
- Create and effectively manage Children's Ministry budget with direction from Senior Pastor and/or Finance Committee.
- Develop and maintain a loving, safe, clean, aesthetic childhood learning environments.
- Communicate consistently with parents as well as provide tools they need for spiritual leadership.
- Encourage and equip parents to develop a biblical worldview in their children.
- Promote Scripture memorizing, prayer, and personal Bible reading.
- Provide opportunities for ministry leadership, outreach to the community, and connection to the mission field.
- Participate in workshops, seminars, and conferences as needed.
- Work closely with the Youth Pastor to assure smooth transition of students to youth ministry.
- Develop and maintain safety and security systems for children.
- Background checks for all workers.
- Recommend facility improvements to ensure safety.
- Create and enforce necessary rules for safety and security. (e.g.- check-in/check-out system)
- Collect information on children with food allergies.
- Shall train children to grow to be effective evangelists and shall be an example.
- Other duties as assigned by Senior Pastor.

03-06-2023