

First Advent Christian Church

211 Lenoir Rd

Morganton, NC 28655

828.437.8206 | <http://faccmorganton.org>

CHILDREN'S MINISTRY DIRECTOR – Job Description

Reports to: Senior Pastor

Qualifications and Position Requirements:

- A born again Christian who feels called by God into Children's Ministry and who loves children and their families.
- Seeks a personal and growing relationship with God.
- Possesses experience instructing elementary age children.
- Holds an Associate's Degree or a Bachelor's degree in Christian Education or Education (preferred but not required).
- Creates and executes a long-term vision for the FACC Children's Ministry.
- Exhibits a passion for ministering to children.
- Possesses strong skills in leadership, communication and organization.
- Possesses the ability to establish and to lead volunteer teams.
- Seeks active communication with parents and church leadership.
- Uses technology and digital resources competently.

Characteristic Duties and Responsibilities:

- Works with the Pastor, church leaders and ministry volunteers to provide a safe environment for children.
- Oversees a team of Children's Ministry volunteers.
- Serves as the lead teacher for Wednesday night Children's Ministry program.
- Schedules Children's Ministry volunteers for Nursery, Children's Church, Wednesday Night and all special events for children.
- Oversees all programs and ministries for children age birth – 5th grade such as Children's Church, Wednesday nights, Vacation Bible School, special events, and any other activities for the children.
- Obtains and organizes curricula for teachers.
- Communicates children's activities to children's families, church leadership and members and the community.
- Guides and trains Children's Ministry volunteers to create environments, activities and programming that will facilitate learning and encourage spiritual growth.
- Cares for children and families by interacting with them through one on one contact, cards, and/or calls.
- Attends FACC worship services regularly.
- Attends a monthly Church Board meeting.
- Presents an annual ministry report.
- Manages budgets for all children's ministry including all special events and activities.

**Specific age groups, day, or events mentioned above may need to be changed from time to time to meet the needs of children or the church.*

Salary: 10-15 hours per week (minimum of 10)
\$15.00 per hour

Contact Information: Mail or email resume to the attention of the Search Committee at: jobs.faccmorganton@gmail.com