



Position Overview and Job Description

Position Title: Director of Children and Youth

Accountable to: Senior Pastor

Classification: Part-time (contractor)

Position Overview: The Director of Children and Youth is responsible for the strategic development and implementation of all programs, activities, and experiences related to the children and youth ministries at Greater Christ Baptist Church. This includes but is not limited to age-appropriate worship and discipleship experiences, summer programs, Vacation Bible School, and social/cultural enrichment programming.

We are seeking a candidate who can rebuild our children and youth ministries from ground level, through innovative and engaging, age-appropriate programming that aims to accomplish the following objectives:

- 1) disciple the children and youth of our congregation into a personal, growing and thriving relationship with Jesus Christ.
- 2) create attractive, compelling, safe, and secure environments in which our children and youth can worship, explore their faith, connect with others, and study the Word of God.

The term “children and youth” refers to Preschool through High School, with the understanding that different approaches will need to be used for the following major age groups: preschool, elementary school, middle school, and high school.

Primary Duties and Responsibilities:

- Oversee the administrative and day-to-day programming and operations of the children and youth ministries, including the department’s budget.
- Work in coordination with the Senior Pastor and Executive Committee to develop the ministry’s annual budget, in accordance with the church’s budgeting processes and procedures.
- Establish and maintain effective leadership for each facet of the children and youth ministries.
- Plan, organize, and coordinate comprehensive ministry programming to fulfill the church’s vision and mission of cultivating culture, making disciples, sharing our faith and redeeming the community.
- Consistently recruit, train, deploy, and retain a robust team of adult volunteers to assist with the various functions and activities of the ministry.
- Provide programming for children and youth that encourages spiritual growth, relational growth, and ministry growth. This should include but is not limited to worship experiences, Bible studies, retreats, outreach events, social events, and community service opportunities using their spiritual gifts.
- Research and make recommendations to the Senior Pastor, regarding curriculum and spiritual resources to support worship and discipleship opportunities.

- Work with the Senior Pastor and other church and ministry leaders to provide opportunities for students to serve in our church and community.
- Work to develop appropriate and healthy relationships with students and parents to keep a current grasp on the pulse of needs of the children and youth.
- Establish open communication with parents, guardians, and families that promotes trust and confidence.
- Develop and maintain a relationship with students, school administrators, and parents at local schools on behalf of the Senior Pastor and the church – particularly Nichols Elementary-Middle School.
- Conduct an annual assessment of the spiritual growth of our children and youth to determine necessary enhancements to programming and ministry opportunities.
- Establish a strategic plan, to include all communication mediums, to engage necessary stakeholders and promote the children and youth ministries to members, visitors, and the local community.
- Research best practices, innovative models, and pursue necessary professional development opportunities to improve the creativity and impact of the children and youth ministries.
- Provide appropriate congregational care to children and youth, under the guidance of the Senior Pastor.
- Attend and participate in weekly worship experiences and Bible studies.
- Perform other duties as assigned by the Senior Pastor.

Required Qualifications:

- At least 3-5 years of progressive children and youth ministry experience preferred, but not required.
- Ability to fully embrace the church's vision, mission, and values.
- Ability to work effectively with youth, children, parents, and volunteers.
- Must be visionary and have a demonstrated ability to plan, develop, coordinate, manage, and implement children and youth ministries within the parameters of the church.
- Passion for ministry to children and youth and seeing both parents and children grow in their faith.
- Growing relationship with Jesus Christ evidenced by action, attitude, and behavior.
- 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.
- Strong interpersonal skills with the ability to maintain healthy and motivating relationships with supervisors, coworkers, and volunteers.
- Ability to understand and to keep current on issues related to safety and security resulting in the implementation of associated activities and safeguards.
- Be a self-motivated person who can be effective when working independently without constant supervision with a proven ability to produce results.
- Possess a proficiency in programs such as Microsoft Office, Zoom, database systems and social media.

Successful candidates will be required to submit to a criminal background check, child abuse clearances, and child safety/mandated reporter trainings. Interested candidates are invited to submit a letter of interest and resumé to info@GreaterChristChurch.org.

The position will remain open until filled.

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