

ALGER PARK CHRISTIAN REFORMED CHURCH
DIRECTOR OF FAITH FORMATION - CHILDREN

Accountability:

1. In performance of job responsibilities, to the Personnel Committee.
2. In the development and implementation of ministry, to the Children's Ministry Team and Council.
3. In the coordination of ministries, to the Senior Pastor.

Serves on: Children's Ministry Team

Oversees: All programs and activities for children newborn – 5th grade.

Evaluation: According to the Employee Manual of Policies and Procedures

Status/Hours: Part Time, Hourly (average of 20 hours per week)

Qualifications

1. Evidence of a deep personal commitment to Jesus Christ, His church and its worship and be able to articulate his/her faith
2. Experience in children's ministry, education or a related field, giving evidence of an ability to organize, lead, encourage, motivate and work with others
3. Have a love for children and the ability to understand and relate to them. Possess leadership qualities including motivational skills, promotion of teamwork, creativity in programming, and good organizational skills
4. Be a "team player" with staff and be able to work cohesively and lead the Children's Ministry Team
5. Professing member of Alger Park Christian Reformed Church.

Specific Responsibilities Including But Not Limited To:

1. The education and spiritual formation for children (newborn – 5th grade). All activities will seek to lead children to a saving knowledge of Jesus Christ, and encourage them to respond in worship, service and discipleship of others.
2. Coordinate and monitor all children's programming from nursery through 5th grade including nursery, preschool age, and Sunday School.
3. Actively lead The Children's Ministry Team meetings to create a vision, recruit and retain volunteers, develop programs, and to evaluate and enhance ministry.
4. Evaluate curriculum for different age levels, developing new programs as deemed necessary.
5. Develop yearly plans for the K – 5th grade after church programs.
6. Assist in the integration of children into the total ministry at Alger Park, including encouraging and suggesting ideas for the involvement of children in music, worship services, and connecting children with older members.
7. Work with existing school connections (Kids' Hope, Hand2Hand, etc...) that Alger Park has to seek, reach and develop more and deeper relationships with those children (i.e. Wednesday evening programs, Sunday morning programs, etc...).
8. Envision ways our building and other assets may be used for outreach to young families in our neighborhood.
9. Work with the Children's Ministry Team to develop an annual budget, and oversee expenditures within that budget throughout the year.
10. Implement and enforce the Abuse Prevention Policies for all children's programs.
11. Develop effective publicity of children's programs by means of the announcements, email, and other media.
12. Plan and promote orientations, training, kick-offs, and teacher resources.
13. Provide a system of prayer support, affirmation and encouragement for volunteers.
14. Team Ministry:
 - a. Work with other staff members in a spirit of mutual respect, support, and encouragement.
 - b. Actively participate in regular staff meetings for prayer, planning, and coordination of ministry.
 - c. Meet with the Senior Pastor as needed or requested.

15. Continue to grow professionally through available conferences or training.

Approved by Vision Council: _____ Date: _____

Approved by Personnel Committee: _____ Date: _____

(Revised October , 2024)