



Loving and Leading People into a Growing Relationship with Jesus

700 5th Street, Moose Lake, MN

218.485.4800

www.moosecov.com

Job Description for Children's Ministry Director

Summary:

The Children's Ministry Director position is responsible for leading and growing the children's ministry of Moose Lake Covenant (MLC). The Director will provide overall leadership for children discipleship pursuing MLC's Vision of *Loving and Leading People into a Growing Relationship with Jesus*. We do this through the power of the Holy Spirit by helping our children connect deeply with Jesus, grow in their relationship with Jesus in community, while providing avenues for our children to serve others.

Knowing Jesus, Growing Together, Going to Serve

Skills and Qualifications:

1. A personal relationship with Jesus Christ and evidence of continuing spiritual growth.
2. Solid Biblical knowledge consistent with Covenant theology and practice.
3. Demonstrates experience working in Christian Ministries with children by teaching, mentoring and developing deep and meaningful relationships with children, parents and volunteers.
4. Has the ability to recruit, supervise, motivate, train, and organize volunteers, as well as the ability to initiate tasks and follow through on details.
5. Demonstrates excellent oral and written communication skills.
6. Is able and has the desire to work as a collaborative team member with staff, volunteers, the Children's Commission, and the church body as a whole.

Accountability:

1. Reports directly to the Senior Pastor.
2. Meet with Children's Commission regularly.
3. Submit a monthly report to the Church Council.

Duties and Responsibilities:

1. Responsible for the leadership, oversight, and support of MLC Children's Ministries including Sundays, mid-week, VBS, and special events for infants - 6th grade.
2. Recruit, schedule, train, coordinate and monitor volunteers.

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3. In partnership with the Children's Commission, select and implement curriculum and other needed resources for all children's ministries focused on infants - 6th grade.
4. Develop future vision for Children's Ministries in collaboration with the Children's Commission and pastoral staff.
5. Create and effectively manage ministry within an established budget. Monitor, coordinate, and purchase all classroom materials; clean and organize all Children's Ministry areas in collaboration with the Children's Commission.
6. Ensure that all MLC Safety Policies are implemented and adhered to for all Children's Ministry staff and volunteers (i.e. update, set-up and facilitate volunteer training sessions).
7. Attend staff meetings (when available) and meet with the Senior Pastor monthly to coordinate children's ministry with the church calendar and efforts.

Experience/Education:

High School Diploma

Experience working with children, leading, teaching, and organizing

Education in Children's Ministry - Ministry Degree preferred

Compensation:

This is a 1/2 time, salaried position.

If interested submit a cover letter, 3 references, and resume to barry@moosecov.com.

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