

St. John's Lutheran Church, Arnold Children's Ministry Director

Summary

The Children's Ministry Director is responsible for the children's ministry and supports family and youth ministry, and adult discipleship.

All employees of St. John's impact the lives of the people we serve. Therefore, all employees are expected to embrace the mission of St. John's and serve as role models for Christian faith development, performing duties for the ministry, and conducting personal interactions with professionalism, integrity, respect, and Godly-character.

General Duties and Responsibilities

- **Oversee children's ministry.**
 - Provide vision through planning, directing, leading, and evaluating ongoing programs of service, discipleship, and fellowship for children and their families.
 - Balance the programs they lead between attractational events that provide fellowship and give an entry point into the ministry and congregation; equipping events and programs that help children and families grow and their faith and connect to one another; and targeted events that equip children and families at specific times in their life.
 - Recruit, train, and support volunteers of existing ministries, and when appropriate start new ministries.
 - Develop relationships with children and their families, providing spiritual care and resources for families, and promoting and involving children and their families in the worship and life of the congregation.
 - Develop relationships within the school community, recognizing that the school ministry is an essential part of our overall ministry to children and families.

- **Support the adult discipleship and youth ministries**
 - Partner with the discipleship staff to support ongoing youth and adult discipleship opportunities.
 - Support confirmation as needed.
 - Engage in ministry to our young adults

- **Prepare respective budgets and annual reports.**
 - Work with the Executive Director and Discipleship team to manage the budget and to prepare the budget for the next fiscal year.

- **Work with other staff and lay leaders to provide for the needs of the congregation.**

Qualifications and Character Traits

1. Be a member of a LCMS Congregation.
2. Is committed to daily prayer, Bible Study, and active participation in worship.
3. Has successful ministry experience.
4. Committed to the vision, mission, and objectives of the ministry and able to articulate them clearly and enthusiastically.
5. Professional in appearance, attitude, and conduct with church and school staff, families, and congregation members.
6. Is a clear and concise communicator.
7. Is an initiator.
8. Has good interpersonal skills with people of all ages.
9. Skilled in using technology.
10. Able to handle multiple priorities, organize work, meet deadlines, and manage details.
11. Able to address sensitive information with professionalism; maintain confidentiality.

Accountability

It is expected that the Director of Children's Ministry will devote appropriate time required to fulfill the responsibilities with the understanding that the best possible effort will be given to accomplish the objectives of the ministry of St. John's.

The Director of Children's Ministry will report directly to the Executive Director.