

Kingwood Church of Christ Children and Family Minister

Position Summary

The Kingwood Church of Christ is seeking a Children and Family minister who is a dynamic learner for Christ with a passion for leading kids to an authentic life long walk with God. Our church is home to approximately 500 members with a children's group ages infants through 5th grade. Kingwood Church of Christ offers a variety of children's classes including Sunday school, children's worship and Wednesday evening classes. The Children and Family minister will be responsible for oversight and coordination of all areas of the children's ministry and helping to develop more meaningful family worship time and events in coordination with the youth minister and lead minister.

Accountability

The Children and Family minister will report directly to the lead minister with final oversight remaining with the elders of the Kingwood Church of Christ. The elders of the congregation are included in all communications regarding the congregation and staff of KWCOG.

Competencies and Expectations

- Spiritually and emotionally mature as evidenced through devotional life with God and healthy relationships with people
- Passion for ministering to children/young families, and being a strong advocate for their spiritual formation
- Ability to bring vision and purpose to all areas of the children's ministry, birth through 5th grade
- Possesses strong interpersonal skills with the ability to maintain healthy and motivating relationships with church staff, volunteers, teachers, children's ministry leaders and parents
- Effective, passionate communicator and teacher
- Inspires and equips volunteers with skills, knowledge and materials to help children grow spiritually
- Preferred bachelor's degree or equivalent experience

Specific Tasks

- Creates, communicates and monitors age-appropriate learning goals and spiritual formation for the ministry
- Maintains and provides a yearly scope and sequence for all children's classes, birth to 5th grade to teachers
- Responsible for all staffing for children's classes on Sunday, Wednesday night and children's worship (including teaching class at least 2 quarters of the year)
- Provides financial oversight and evaluation of the children's ministry budget and able to operate within a given budget
- Re-evaluates the goals and objectives of the children's ministry and special programs on an annual basis
- Evaluates, coordinates and distributes curriculum and teaching materials to teaching volunteers in a timely manner
- Maintains effective communication with parents, volunteers, teachers and supervisors
- Responsible for updating classrooms/venues to ensure cleanliness and age appropriate toys are selected for safe play
- Provides ways to express appreciation to teachers on an annual basis
- Provides leadership training and development of volunteers, teachers and supervisors
- Provides solutions/training for teachers of special needs children in the children's ministry
- Provides parents with additional materials that support the instruction taking place at church
- Works closely with the youth group minister to promote smooth transition to the youth program
- Attends weekly staff meetings and periodic meetings with the elders
- Proactively submits risk management policy and approval for new incoming volunteers
- Coordinates all special children's programs and age related activities including periodic integration of children into the corporate worship assembly
- Creates and coordinates service opportunities for all appropriate ages in the children's ministry including a yearly intergenerational project
- Perform other tasks as assigned by the eldership including but not limited to setting dedicated office hours and keeping a minimum of 40 hours per week dedicated to ministry work.

Please submit a cover letter and resume to searchcommittee@kwcoc.org