



Position Title: Director of Children's Ministries

Principle Function: Responsible for the development and implementation of a comprehensive ministry for preschool and elementary children and their families as the leader of Taylors Children at Taylors First Baptist Church.

General Summary: Searching for a full-time Director of Children's Ministries who will serve Taylors FBC by developing and implementing a comprehensive, biblically-based ministry for preschool and elementary aged children (Infant through 5th grade) and their families and those of the surrounding community. The director will also provide leadership, training, and supervision to staff members and volunteers involved in this ministry.

Necessary Knowledge and Skills: He/She must have a thorough knowledge of all aspects of children's work. In addition, strong leadership, communication, planning, and interpersonal skills are necessary.

Basic Qualifications: Must demonstrate a patience and love for children along with a passion to build a relationally-oriented ministry characterized by creativity and enthusiasm. A college degree, preferably with an emphasis in Elementary Education or Early Childhood Development, is required. Must also have a minimum of five years experience in children's ministry. Seminary training is desirable.

Areas of Responsibility:

Essential responsibilities...

- Have a personal relationship with and be a growing, mature follower of Jesus Christ.
- Alongside the Taylors Children staff, pursue team unity among all Taylors Children staff members and volunteers through positive and encouraging attitudes and speech.
- Excel in ministry commitment, conduct, and professionalism.
- Be able to relate to and deal effectively with children and their families. Ability to partner with parents to provide support and guidance to assist them in developing a spiritually positive home life.
- Develop effective communications with staff and church members.
- Coordinate efforts with other ministry areas in keeping with the Vision and Values of the church.
- Be willing to help the Taylors Children staff wherever needed at all times.
- Manage the day-to-day and long-range administrative aspects of Taylors Children including up-to-date and efficient systems that support current church policies and procedures.
- All assigned staff duties and responsibilities. (on-call, hospital visits, staff meetings, etc.)

Specific duties include...

- Provide leadership in the organization, supervision, and promotion of Taylors Children.
- Ensure the safety, both physical and emotional, of all children who participate in Taylors Children.
- Provide biblical leadership in the planning and implementation of all learning activities that will occur under all aspects of Taylors Children.
- Work with volunteers to coordinate outreach efforts for Taylors Children as it relates to prospects, absentees, Child Evangelism Fellowship, public schools, foster care, etc.
- Oversee the enlistment, training, and development of volunteers for all areas of Taylors Children.
- Oversee Parent Child Dedication.
- Provide leadership for Taylors Children staff in curriculum selection and overall implementation for both regular weekly ministry programming as well for all special events (Summer Spectacular, Wednesday nights, missions education, music and worship education, etc.)
- Oversee the Taylors First Pre-Academy through the supervision of the Kindergarten and Parent's Day Out directors.
- Plan and implement Taylors Children staff meetings, retreats, evaluations, encouragement, etc.
- Participate in the life and ministries of the church.
- All other duties as assigned.