

CHILDREN'S MINISTRY DIRECTOR

SEATTLE COMMUNITY CHURCH

Title: Director of Children's Ministry. Part Time (20 hrs./week).

Purpose: To work with staff and session in planning, developing, and coordinating the Children's Ministry at SCC.

Accountability:

Accountable to the pastor as head of staff.

Responsibilities:

- I. Christian Education
 - A. Nurture children's spiritual development through relationships, creative teaching and programming.
 - B. Lead and coordinate Sunday Children's programming, nursery through fifth grade.
 - C. Manage curriculum, resources, classrooms.
 - D. Recruit and train teachers, facilitators and substitutes.
 - E. Coordinate Children's program for VBS, Easter, Christmas and other special events.
 - F. Offer input and contribute to Adult Christian Education in the area of Christian parenting and children's education.

- II. Pastoral Care
 - A. Counseling children in cooperation and direction of the pastor.
 - B. Work with children's support structure at church and in the home (working with parents).
 - C. Support and help coordinate childcare needs for other ministries.

- III. Administrative Duties
 - A. Communication with staff, ministry team and congregation.
 - B. Acquire resources/supplies for Children's Ministry.
 - C. Monthly staff meetings.
 - D. Bi-monthly steering team meetings.
 - E. Serve on appropriate ministries.

Qualifications:

- ~Studies in Christian Education.
- ~Experience as Children's Ministry Director is preferred.
- ~Experience with multi-ethnic congregations.

Position hours:

- ~20 hrs./week.
- ~Sundays, Christian celebrations and special events.

Salary:

~\$12,000 - \$18,000, depending on experience.

Benefits:

- ~No medical benefits.
- ~Vacation:
 - First two full calendar years: two working weeks.
 - Third and fourth full calendar years: three working weeks.
 - Fifth full calendar year and thereafter: four working weeks.

Contact:

~Pastor Fred Choy at fredc@seattlechurch.org or 206-527-2232.