

Children's Ministry Director

The purpose of a TCCGP Children's Ministry (cM) Director is to glorify God, serve the body of Christ, and build up leaders within the church (Matt. 28:19-20). The following is a general outline specifically for a cM Director position. The purpose of this position is to lead and manage the cM to nurture the spiritual lives of infants-5th graders. This position will be directly overseen by the Next Gen. Elder and Pastor. Time commitment for this position is 40 hours per week (some weeks may be more demanding than others). The ideal candidate is someone who is spiritually mature, has experience in cM, possess strong leadership and interpersonal relationship skills, has administrative and organization skills, loves to teach children, has a heart for the parents, and is able to recruit, inspire, and train teachers. The position will focus on the following:

1. Personal Spiritual Growth
 - a. Role model in personal devotions and study
 - b. Has a lifestyle that reflects biblical teaching
 - c. Agrees to the church doctrinal statements
 - d. Fellowship with children, parents, and coworkers
 - e. Takes appropriate opportunities to grow professionally and spiritually
2. Ministry
 - a. Sunday ministry
 - i. Work closely with cM Deacon and co-workers
 - ii. Coordinate and delegate responsibilities for cM activities
 - iii. Teach children's message and large group
 - iv. Oversee the different classes and rotation schedule
 - v. Help with classroom disciplinary issues
 - vi. Help and oversee nursery staffing and needs
 - b. Midweek and/or outreach ministry
 - i. Explore opportunities to expand ministry, such as through community outreach or midweek programming
 - ii. Develop and implement new programming
 - c. Training/mentoring
 - i. Oversee and lead teacher and parent training
 - ii. Recruit teachers and coworkers for the ministry
 - iii. Train and mentor cM assistant
 - d. Retreats & VBS

- i. Work with church leadership to provide children's program and child care for all retreats or special events
 - ii. Develop, lead, and oversee summer cM VBS
- e. Administration as needed
 - i. Develop and implement Sunday and weekday curriculum
 - ii. Provide communication (e.g, regular parent emails, announcements in other ministry services, flyers for cM activities and events)
 - iii. Order supplies as needed
- f. Be available to parents as needed
- g. Collaborate with youth ministry
 - i. Support youth ministry with 5th to 6th grade transition
 - ii. Coordinate youth volunteers for cM ministry

3. Director is recommended to attend church council meetings. Director would be considered as a member of TCCGP staff and should attend staff meetings. Director is expected to develop and shepherd a team of co-workers to help lead the cM.

If you are interested, please contact Ruth Chen at
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