



Director of Children's Ministries

General Purpose

The Director of Children's Ministries is responsible for leading, overseeing, and developing a discipleship ministry for children: birth through 5th grade. The emphasis of all children's ministry is to lead children into a personal relationship with Jesus Christ by equipping them to follow Him through a child's level understanding of Providence's mission to be a "community committed to making more and better disciples."

Essential Functions and Position Expectations

Leadership

- Develops, communicates, and owns a vision for the Children's Ministries that produces passion in young students to know Christ and to live out their calling
- Lives out the mission and values of Providence
- Oversees Sunday morning children's discipleship program for children 2 ½ years - 5th grade during worship service.
- Develops and oversees a Sunday morning summer ministry for children which takes place during the morning service
- Creates, manages, and compiles children's ministries budget
- Communicates with church leadership, staff, parents, and congregation in a timely manner utilizing available resources (email, website, app, newsletter, bulletin boards, etc.)
- Manages database and tech components pertaining to Children's Ministries
- Oversees the continuing development and monitoring of the Child Protection Policy and provides updates and training as needed
- Collects and runs current background checks on all volunteers
- Other ministry and leadership tasks as assigned by the Lead Pastor

Development and Support

- Recruits, trains, and develops volunteers for discipleship during worship service
- Oversees scheduling of volunteers for Sunday morning children's programming
- Supervises and supports Children's Ministry assistant
- Supervises and supports Nursery Coordinator
- Regularly evaluates curriculum selection in coordination with the Children's Ministry Vision Team
- Recruits, develops, and oversees volunteers and staff to facilitate the vision of the children's ministries programs.
- Collaborates with Middle School Director to facilitate the transition from elementary to middle school programming

Girls LIFE and Boys Adventure

- Oversees, supports and equips volunteers to lead a midweek ministry for girls and boys 3rd - 5th grade by providing and monitoring all necessary curriculum and resources

Discipleship (UP)

- Partners with parents to teach children how to pray and engage in Bible reading
- Creates opportunities for families to grow spiritually together

Family Life (IN)

- Partners and supports parents in the growth and spiritual development of their children.
- Effectively collaborates with other Providence staff in planning, developing and implementing all aspects of a balanced and engaging children's ministry in the life of Providence family.

Missional (OUT)

- Partners with families to teach children how to see and meet needs of local community and our world
- Values collaboration and seeks to partner with local and global ministry opportunities to bring Kingdom impact

Qualifications

Education

- 2 year or Bachelor's Degree in social work, early childhood or Christian ministry preferred

Experience, Skills and Abilities

- Minimum 3 years' experience (preferred) in children's ministry related leadership; this includes developing, organizing, and effectively managing children's programs.
- A love for children and a desire to see them grow in their love for Jesus.
- Understands and teaches from a Reformed theological perspective.
- Experience exhibiting a personal and growing relationship with God.
- Excellent communication skills – verbal, written, interpersonal and presentation.
- Proven ability to equip volunteers to be involved in children's lives.
- Ability to effectively use office automation, communication, and software tools and apps.

Additional Details

- Primary Location: Office space provided at Providence
- Schedule: Flexible schedule with frequent night and weekend event attendance required.
- Position set at 25 to 35 hours with option of full time with strong emphasis on missional outreach.
- Reporting: This position is accountable to the Lead Pastor

About Us

Our Church is located on the south side of Holland, Michigan. The Church campus is within walking distance to both the local Holland Christian School campuses and the Holland Public School campuses. The staff consists of around 12 people who serve around 350+ members. Our children's and nursery programs serve approximately 70-80 children weekly.

Our Church is excited to be growing in the vision to bring Kingdom transformation to our local and global community. We look forward to developing this vision over the next few years to give tangible witness to God's movement in Holland and around the globe. We look forward to adding a team member that can help our youth live into this Kingdom vision more fully.

Providence Christian Reformed Church is a member of the Christian Reformed Church Denomination. For a more in depth understanding as to what we believe please visit: <https://providencechurch.net/what-we-believe>