



Job Description

Job Title: Director, Children's Ministry

Reports to: Direct Supervisor is the Organizing Pastor.

Accountable to the Steering Committee through Education Team.

Supervises: Child Care Worker

Coordinates with: Steering Committee, Education Team, and volunteers.

Location of Work: Primarily Blaine with some work in Lino Lakes and Circle Pines, MN

Work Hours: Average of 10 hours a week

Work Schedule: Sundays 10 a.m. to 12 p.m. Flexible schedule is possible for other requirements.

Performance reviews: Periodic reviews in first year, annually thereafter.

Job Summary: To develop and grow the children's ministry for elementary and pre-elementary children at Chain of Lakes Church, a New Church Development sponsored by PC(USA)

Salary: Negotiable

Objective:

To develop and deliver children's ministry at Chain of Lakes within the guidelines of the Chain of Lakes Church Purpose Statement:

We are called to be an authentic, Christian community where:

Strangers become Friends

Friends become Disciples

Disciples impact the World

Essential Functions:

1. Build and nurture relationships with families and children in congregation and community by planning and implementing special ministries and events.
2. With the Education Team develop, promote and implement Sunday School, Vacation Bible School and other children's ministries in a way that draws in new families.
3. Provide Administrative support for Children Ministry (primary) and Youth Ministry (secondary). This support will happen through coordinating and providing direction to volunteers who teach and help, coordinating supplies, creating and maintaining a schedule, and tracking attendance.
4. Participate in Staff meeting and Presbytery Education events if time permits.
5. Supervise Child Care Worker by providing work direction and performance evaluation.
6. Active participation with Education Team, including assistance with developing and adhering to annual budget.

Personal Attributes:

- Vital, growing relationship to God
- Love of children
- Commitment to the Purpose Statement, Core Values, and overall ministry of Chain of Lakes Church
- Willing to work in a new church setting
- Self-motivated and willing to work in a team-based atmosphere
- Excellent interpersonal skills

Job Requirements:

- Background in children's ministry through educational training or equivalent work experience
- Approved background check

E-mail resume to pastor@colpres.org

Call 763-208-8049 with further questions.

To learn more about Chain of Lakes Church go to colpres.org.

Applicants are encouraged to apply by June 30