



Kids ministry director

Position Type: Part-time/Full-time

Reports to: Pastor of family ministries

OVERVIEW

We are looking for a Kids Ministry Director to join our church family in a leadership opportunity. Someone who is enthusiastic about the kid's experience, can multi-task & continue in what we've started & bring their own ideas as we grow. This person will be responsible for leading and overseeing the church's children's ministry programs, fostering a safe, engaging, and faith-building environment for children pre-k to fifth grade. This role involves biblical teaching, volunteer coordination, program development, and partnership with families to nurture spiritual growth in children.

KEY RESPONSIBILITIES

1. [Program Development & Implementation](#)

- Design, plan, and execute age-appropriate curriculum and activities for children's Sunday School, mid-week programs, special events, and outreach activities.
- Ensure all programs align with the church's mission, vision, and doctrinal beliefs.
- Continually evaluate and improve ministry programs to meet the spiritual, emotional, and physical needs of children.

2. [Co-Lead Volunteer Leadership & Training](#)

- Recruit, co-train, and equip volunteers to serve effectively in various children's ministry roles alongside Family Pastor.
- Develop leadership teams of volunteers and provide ongoing support, encouragement, and training alongside Family Pastor
- Maintain volunteer policies, safety procedures, and background checks.

3. [Safety, Compliance & Policy](#)

- Ensure the safety and well-being of all children and volunteers during ministry activities.
- Maintain a clean, welcoming, and age-appropriate environment.
- Implement and monitor protocols for emergency procedures and child protection.

4. [Family & Church Engagement](#)

- Build strong relationships with families to support their role in spiritual development.
- Communicate regularly with parents regarding upcoming events, curriculum, and children's spiritual growth.
- Partner with other church ministries and community organizations to promote children's outreach and involvement.



5. [Administration & Budgeting](#)

- Manage the ministry's budget, supplies, and resources.
- Maintain accurate records of attendance, volunteer schedules, and other relevant data.
- Plan and coordinate special events such as VBS, camps, and holiday programs.

QUALIFICATIONS

- Strong personal faith and commitment to the Christian faith and the church's doctrinal beliefs.
- Previous experience working with children and/or in a children's ministry setting.
- Leadership and team-building skills.
- Excellent communication and interpersonal skills.
- Organizational skills with the ability to plan and execute programs effectively.
- Ability to recruit, train, and motivate volunteers.
- Background check (required) and child safety certification (may be required or encouraged).

PREFERRED QUALIFICATIONS

- Bachelor's degree in education, youth ministry, or related field...
- or 4 years of experience as lead in children's ministry or age appropriate private or public classroom.
- Certification in child safety and first aid.
- Experience integrating technology into ministry programs.

WORKING CONDITIONS

- Part-time position [25 hours weekly] may vary based on need/annual events...
- or full-time based on candidate's experience and qualifications.
- Must pass background check and child safety training.
- This environment is a positive faith-focused atmosphere emphasizing teamwork, communication, and a passion for children's spiritual growth.

SUMMARY

The Kids Director often works with volunteers and coordinating training alongside Pastor of Family Ministries to ensure that the ministry aligns with the church's overall mission and values. Here at New Covenant Church, this plays a vital role in nurturing children's spiritual development and building a strong foundation for their relationship with Christ.