

# **Children Minister**

*(Approved by the Elder Board and Pastoral Team, October 2, 2008)*

## **Ministry Description**

CBMC is a thriving, family-focused, seeker-sensitive church with a weekly attendance averaging 500, located in Alhambra, CA. Our vision of “Reaching 10,000 for Christ” has been, and will continue to be, the guiding principle for all ministries in the church. Our mission is to be united in love to carry out the Great Commission of Jesus Christ by reaching out to people in the Los Angeles area primarily through small group ministry. Our Children Ministry has steadily grown to 80 (infants through 6<sup>th</sup> grade). We are seeking an energetic, committed Children Minister to take this established ministry to the next level.

The Children Minister is accountable to the Senior Pastor or the pastor designated by the Board of Elders. The Children Minister will create the vision for the ministry; then direct, through a network of volunteer leaders, all children programs and activities. The qualifications and key responsibilities of this position are:

## **Personal Qualifications:**

- Professional training in Christian Education, Children Ministry, or Child Psychology, or equivalent.
- Ability to correctly handle and teach the Word of God.
- Ability to communicate effectively with children and parents.
- Excellent organizational and administrative skills.
- Excellent verbal and written communication skills.
- Excellent teamwork skills.
- Ability to incorporate age-appropriate music into children programs preferable.
- Desire and ability to coordinate closely and work effectively with other staff/lay leaders.
- History of active church membership and part of a worshipping community.
- Language ability: English as native tongue with fluent conversational Cantonese.

## **Ministry Duties:**

The Children Minister will provide leadership in conjunction with the other staff/lay leaders in all areas of Children Ministries (such as nursery & elementary). The central goal of the ministry is to develop Christ-like character in all our children and children leaders. An additional goal of the ministry is to expand and reach out to the local community, bringing children to Christ, and, indirectly, introducing the gospel to their parents.

## **Responsibilities:**

- A. Develop, implement, and coordinate all children ministries and programs
  - Enhance and oversee the overall Children Ministry

- Maintain an outreach focus in all planning and activities
  - Actively participate in Children Sunday School Program
  - Actively participate/lead Children Worship
- B. Recruit and train volunteers
- Oversee the recruitment of volunteers, develop screening and interview procedures
  - Develop volunteer training materials and participate in training sessions
  - Participate in the evaluation of volunteers for the purpose of encouragement and direction
  - Monitor and mentor volunteers.
- C. Work in conjunction with elders, staff members, and lay leaders in areas interrelating with their areas of ministry oversight.
- D. Others
- Develop retreats, recreation activities, service activities, educational trips, and seminars for age-appropriate and intergenerational groups
  - Integrate Children Programming with the total ministry of the church by coordinating with staff/lay leaders/pastors, in particular, the AWANA ministry.
  - Guide the education curriculum selection process and/or design the education curriculum for infants to 6<sup>th</sup> graders