

## **JOURNEY ROSEBURG JOB DESCRIPTION**

*Position: Children's Ministry Director*

*Status: Part-Time, Salary*

### **Mission, Vision and Core Values of JOURNEY ROSEBURG**

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**Our Mission & Vision** – Journey Roseburg exists to be “a church unchurched people love to attend where all discover that finding and following Jesus is the greatest Journey.”

**Our Core Values** – “Come as you are,” “Live connected,” “Be transformed,” and “Make an impact.”

**Our Passions** – to seek, serve, give, grow and multiply Christ's kingdom. The primary context of these passions is Christ-like love lived out in Christ-like community through a central focus on Life Groups and other shepherding and disciple-making ministries.

### **About This Role**

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The Children's Ministry Director is directly responsible for leading the Children's Ministry at Journey Roseburg by developing and implementing curriculum for the spiritual formation of children and equipping parents to lead their children spiritually. With energetic leadership abilities, the Children's Ministry Director executes current ministry programs/events and comes up with creative ideas for continuing to engage children. The Children's Ministry Director also provides oversight for Sunday children's worship services and all children's ministry volunteers.

While we believe we are all sinners, as followers of Jesus Christ, we accept Christ's language on gender (Matthew 19:4-5), any candidates to be considered for this position must hold this belief.

### **Primary Responsibilities and Tasks of the Children's Ministry Director**

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- Oversee all ministry activities for children (age's birth–5th grade), including Sunday mornings and special events.
- Teaching and engaging children in order to grow their faith in Jesus.
- Choose and lead the preparation of age-appropriate curriculum for each age level.
- Create programming and engaging activities for each age group that facilitate learning and encourage spiritual growth.
- Must be a team builder.
- Recruit, train, and schedule teams of children's ministry volunteers.
- Assist in developing the annual children's ministry budget and responsible stewardship of the budget.
- Plan, schedule, and oversee special events such as Baby Dedications, Family Movie Nights, VBS, etc.
- Provide pastoral care to children and families in the church, including hospital visits, follow-up, and counseling.
- Praying over the children under your care and their families.
- Praying over your volunteers.
- Manage smooth check-in procedures on Sundays and track weekly children's ministry attendance.
- Must be computer literate



## Your Team

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- This position reports to the Executive Pastor.
- This position relates to the leadership team.
- This position oversees over all children's ministry volunteers.
- The Children's Ministry Director participates in weekly staff meetings and monthly, quarterly and annual team meetings as a part of the leadership team.

## Personal Responsibilities

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While not specifically related to the job, here are some personal responsibilities of everyone on staff at Journey Roseburg.

- Maintain God-ordained priorities in your life by putting Jesus Christ first, your spouse second, your children third and the ministry fourth.
- Must be an active member of the local church (preferably Journey Roseburg) who practices sacrificial giving of your income toward the mission and vision of the Church.
- Must maintain shepherding heart that for children's ministry.
- Must maintain a heart that is pure and moral in the eyes of Jesus.
- Be loyal to the vision and staff of Journey Roseburg and always protect the unity of the church.
- Demonstrate a Christ-like attitude through all interactions with congregation, staff, and volunteers.
- Invest and invite the lost to know Jesus and come to the Journey Roseburg Church.
- Must be able to share your story.

## Your Schedule

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This is a part-time, salaried position around starting with flexible hours beginning at 10-15 hours a week, approximately half being on the weekend and administrative hours and half being mid-week and special ministry hours. As ministry demand grows the hourly requirement and pay will grow. You may have travel 15-25 nights a year for camps mission trips or retreats.

To apply, please upload your resume along with your faith testimony, church background, and three faith based references on our website: [journeyroseburg.com/ministry-opportunities](http://journeyroseburg.com/ministry-opportunities). Successful applicants will need to pass a background and credit check.

Disclaimer: This job description is not intended, and should not be construed as an exhaustive list of all responsibilities, skill sets, efforts, or working conditions associated with the job. It is intended to be an accurate reflection of the essential requirements of the job and duties. Sometimes, as a member of the staff, you may be assigned other duties as needed.

