

Children's Ministry Director

FULL-TIME | SALARIED | EXEMPT | MINISTERIAL

Revised September 2026

PURPOSE

The Children's Ministry Director provides spiritual and organizational leadership for ministry to children from infancy through fifth grade. This person will develop and lead a biblically faithful ministry that supports the mission and core values of Faith Bible Church and partners with parents in the spiritual formation of their children.

PRIMARY DESIRE

For children to know and love Jesus Christ, grow in their understanding of God's Word, and become meaningfully connected to the life of the church.

QUALIFICATIONS

- A believer in Jesus Christ with a heart for children and families who supports the statement of faith, mission, core values, ministry philosophy, and policies of Faith Bible Church.
- A bachelor's degree in ministry, education, or a related field is preferred.
- Knowledge of child development, biblical curriculum, effective teaching practices, and volunteer development.

GIFTS AND ABILITIES

- Ability to teach biblical truth clearly and appropriately to children.
- Strong leadership, organizational, relational, and communication skills.
- Ability to recruit, equip, encourage, and retain volunteers.
- Ability to supervise and develop interns.
- Sound judgment and the ability to respond appropriately to children, parents, volunteers, and sensitive family situations.

SPECIFIC DUTIES AND RESPONSIBILITIES

- Develop and communicate a biblical vision and ministry strategy for Children's Ministry.
- Select or develop biblically faithful, age-appropriate curriculum.
- Recruit, screen, train, schedule, encourage, and develop volunteer leaders and teachers.
- Supervise Children's Ministry interns by providing clear responsibilities, training, feedback, and opportunities for development.
- Partner with parents through regular communication, encouragement, and resources for discipling their children.
- Establish and maintain policies and procedures that provide a safe, secure, clean, and welcoming environment for children.
- Develop and administer the annual Children's Ministry budget with integrity and sound stewardship.
- Plan and coordinate special events, outreach opportunities, and childcare support for approved church ministries and activities.
- Perform other duties as assigned by the Executive Pastor or Elder Board.

MINISTRY AND PROFESSIONAL DEVELOPMENT

Continued spiritual, theological, ministry, and professional growth is expected. Development goals should be established in consultation with the Executive Pastor and communicated to the Elder Board, along with any support, time, or resources needed from the church.

ACCOUNTABILITY

This position reports to the Executive Pastor and Elder Board, with the Executive Pastor providing day-to-day supervision.

PHYSICAL DEMANDS

Regularly required to stand, walk, bend, kneel, and actively engage with children for extended periods; occasional lifting of up to 40lbs (children, supplies, and equipment) required.