



**Director of Children's Ministry**  
**Central Kitsap Presbyterian Church (CKPres)**  
**9300 Nels Nelson Road, Bremerton, WA 98322**  
**Website: [www.ckpres.org](http://www.ckpres.org)**

**Part-time Hourly Position - \$25.63 an hour**

20 hours a week on average. There may be more hours required some weeks depending on church events.

**PURPOSE**

The purpose of the Central Kitsap Presbyterian Church's (CKPres) Director of Children's Ministry position is to develop, organize, maintain and support a ministry program for children from newborns through 5<sup>th</sup> grade, to provide support for families, and to mentor the volunteers who serve in the children's Sunday school program. The goal of the program is to train the children in God's love, the Bible, and Christian living so that they may develop and grow a personal relationship with Jesus Christ.

**CURRICULUM**

CKPres has recently adopted the Godly Play curriculum. Ideally, we would prefer to keep this curriculum in place as it has been well received and has also included some significant financial investment and training of volunteers. Previous experience with Godly Play is not required and training would be available.

**POSITION RESPONSIBILITIES**

- Administration, implementation, and supervision of the children's Sunday School program, encompassing infants through 5<sup>th</sup> graders
- Oversight over the overall Nursery operation including:
  - Supervising the Nursery Coordinator to help ensure nursery employees and volunteers are equipped and trained.
  - Ensuring available Nursery care on Sunday Mornings and during additional church activities.
  - Makes sure Nursery is functioning in accordance with CKPres standards and cooperating procedures to provide an educational, caring, and safe environment for both children and parents
- Responsible for recruiting, training, scheduling and mentoring Sunday school teachers and volunteers. As well as providing curriculum.
- Lead and organize family outreach events such as the Harvest Party, Holly Jolly Holiday Party
- Lead and organize Vacation Bible School (VBS) in the summer
- Maintains clean, attractive, and well-supplied classrooms
- Communicates to the church community promoting Sunday programs and children's events.
- Attends Children Education seminars and conferences as funds permit
- Be available to personally connect with children and parents as needed.
- Attend weekly staff and monthly session (elder) meetings.
- Perform other related duties as required.
- Midweek Kid's Club – 3 times per year at 5 weeks/per session.

**QUALIFICATIONS**

- A profound commitment to Jesus Christ, his church, and personal spiritual growth
- Experience working in a related position preferred



## **SKILLS AND ABILITIES**

Will be able to:

- Connect with church families and warmly welcome newcomers.
- Recruit, train, mentor and inspire volunteers and staff
- Collaborate and work well on a team
- Think creatively and make clear decisions
- Demonstrate strong administrative and organizational skills
- Demonstrate effective verbal and written communication skills
- Exhibit an open, honest, enthusiastic attitude toward others
- Promote a positive image of CKPres
- Show a desire to grow in the skills and knowledge required in this position

Send resume to [Office@ckpc.org](mailto:Office@ckpc.org)

Church Phone Number: (360) 692-5000