DIRECTOR OF MINISTRIES TO CHILDREN AND FAMILIES

Community Covenant Church of Goleta (CA)

The purpose of Community Covenant Church is to cultivate a community that strives to love God, follow Jesus, and serve others.

The Director of Ministries to Children and Families is expected to be a catalytic leader who helps the church better live out its purpose, particularly with kids through elementary school and with their families.

25-30 hour/week position, without benefits. (Potential for a full-time position with benefits if the incoming staff member has experience, skills, and interest in another area of church need.)

ESSENTIAL JOB FUNCTIONS

- Engage, equip and support parents
- Recruit, train, schedule, guide, and equip Children's Ministry volunteers
- Connect with, engage, and teach children
- Offer care and counsel to kids and their families (in consultation with the Lead Pastor, as appropriate)[1]
- Foster relationships with kids and their families in the surrounding community
- Develop and implement a written, sustainable ministry program plan approved by the Lead Pastor with quarterly and annual goals that are specific, measurable, attainable, realistic, and time-bound
- Oversee all ministry resources and programing, including weekly, monthly, and annual activities
- Attend weekly ministerial staff meetings
- Network with peers both locally and nationally, and continue developing as an effective minister to children and families
- Work in harmony with the Evangelical Covenant Church and the Pacific Southwest Conference[2]
- Regularly report about ministry to the congregation,[3] as requested by the Lead Pastor
- Other duties as assigned by the Lead Pastor

QUALIFICATIONS

- *Ministry Passion*: A passion for ministries to children and families, and for leading people in it
- *Staff Fit*: Spiritual maturity, theological insight, and a love for the local church
- *Recruiter and Leader of Volunteers*: A heart for volunteers and equipping them for ministry
- *Team Player:* Able to provide creative leadership in collaboration with staff and volunteers
- *Good Communication Skills*, both in interpersonal and small/large groups
- *Good Administrative Skills* in areas that are needed to be a successful leader
- *Preferred Experience* working with children and families in a church setting

EDUCATION, EXPERIENCE, AND EXPECTATIONS

- Post-college education preferred
- Demonstrated effectiveness in church or parachurch leadership is preferred
- Expresses a theological understanding of the role of children and families in the local church
- Uphold and model the Staff Values and Employee Expectations included in the Employee Handbook (and reprinted on the next page)[4]
- Uphold and model the expectations of *all ministerial staff*: display a servant's heart; love and care for people, particularly those in your ministry area[5]
- Physical Requirements: Able to occasionally lift or move items up to 35 pounds

The Director of Ministries to Children and Families reports to, and ministers in collaboration with, Lead Pastor Eric Sorenson

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[1] Bylaws Article II, Section 3
[2] Bylaws Article II, Section 4
[3] Ibid
[4] Employee Handbook, pages 4-5
[5] Employee Handbook, page 5

From Employee Handbook (pages 4-5)

Staff Values

We expect each staff member to uphold these values and expect the same values within our volunteer teams.

1. Authentic
    - We will not talk about one other until we talk to each other.
    - We talk to one another in honesty, transparency, and love.
    - We commit to building each other up.
    - We commit to an active, growing, and healthy relationship with Jesus Christ and one another.
    - We are loyal to each other, our leaders, and our common purpose.
    - We commit to personal Integrity in all that we do.
    - We commit to pray and care for each other.
2. Excellence
    - We will always strive for the highest level of performance.
    - We will value accountability in time management, financial stewardship, and programming.
    - We will safeguard ourselves against inappropriate relationships with all people.
3. Ministry
    - We minister as a team.
    - We value the opinions and ideas of all team members.
    - We commit to growing in leadership and giftedness.
    - We hold that nothing of eternal significance happens apart from prayer.
    - We commit to meet with God daily, realizing we are powerless apart from His strength.
4. Life Balance
    - We value God and family over ministry and church.
    - We commit to CCC's Purpose, Vision, and Values.
    - People matter before programs and budgets. Therefore, we commit to build people for ministry, rather than to build ministry over people.

Employee Expectations

All Staff – Your first responsibility is to know your own ministry duties, through the job description, and how to do them efficiently and effectively. Your second responsibility is to cooperate with other staff members and leaders at CCC by maintaining a good attitude and servant's heart. How you choose to interact with colleagues and those whom CCC serves, and how you accept direction, can affect the fruit of your ministry. It is your ministry, in turn, which impacts the overall ministry offered by CCC. Consequently, whatever your position, you have an important assignment: perform every task to the best of your ability, as unto the Lord. The results should result in personal fulfillment for you, maximum ministry for the church, and glory to our God!