



Job Description

Position Title: Children's Ministries Director
Reports To: Campus Pastor
Revised: 10.09.19

Department: Family Life
Status: Full-Time; Salaried, exempt
Campus: Millersburg

Primary Purpose

The Children's Ministries Director seeks to change the lives of students and their families by directing the Children's Ministries department of NewPointe. The Director will build an environment where students have the opportunity to be connected to a small group leader, other than their parent, who will walk alongside of them during this season of their life. Through casting vision, developing a team of small group leaders, and executing the Children's Ministries programming strategy, the Children's Ministries Director will lead students and their families to realize and reach their full potential in Jesus Christ.

Key Result Areas

- Recruit, develop, equip, empower, and care for small group leaders, coaches, and other Children's Ministries volunteers to provide direction, growth, and multiplication of their respective areas of ministry through maintaining open lines of communication and personal involvement in their lives and ministries.
- Provide event coordination for both RainForest and Velocity, as well as spearheading First Impressions efforts.
- Maintain consistent communication with leaders and parents to clarify and connect them with the vision, direction, and upcoming events in Children's Ministries.
- Collaborate with Campus Directors and Central Family Life team to set curriculum, determine and plan creative and content aspects for events, and monitor the health and direction of the Children's Ministries team.
- Work with the Campus Pastor and other Campus Ministry leaders to accomplish Children's Ministries growth goals and overall campus goals.
- Other duties as assigned

Position Requirements

Supervisory:

- Recruit, lead and develop volunteers

Knowledge/Skills/Abilities:

- A knowledge of Microsoft programs
- Able to learn NewPointe specific software
- Basic knowledge of computers
- Team building skills
- Able to manage multiple projects at a time
- Organized
- Coachable

Qualifications

Education: High School diploma required; College degree preferred

Experience:

- Previous experience in leading volunteers
- Related experience in ministry leadership preferred

Licenses: None

Physical Activities/Requirements

None specified

Personal and Spiritual Requirements

Professes Jesus Christ as Lord and Savior

Commitment to personal spiritual growth and healthy lifestyle

Models standards and expectations of leaders with in NewPointe, including:

1. Partnership
2. Tithe (within 3 months of hire)
3. Participate in authentic community (meaningful accountability)
4. Regular attendance at all NewPointe services

At NewPointe we value working through people to accomplish goals, as well as personally contributing at a level that requires God's help. By maintaining these priorities, we will put ourselves in a position where we can continue to strive for excellence and value reaching lost people.

ACKNOWLEDGMENT

I acknowledge that I have read the above job description and can perform the essential functions of the position with or without accommodation.

Applicant Signature/Date

Management Signature/Date