



**Position Title:** Children's Ministry Director (Christ Memorial Church, 595 Graafschap Road in Holland, Michigan)

**Position Status:** Salaried/ Exempt

**Date:** November 1, 2017

**Reports To:** Pastor of Discipleship

**Position Focus:** The Children's Ministry Director is responsible for building and equipping a team of staff and volunteers to nurture children (infant – 5th grade) and families to be impacted by the mission of Christ Memorial Church. This includes, but is not limited to, recruiting, training, and organizing staff and volunteers to serve children and families through creating excellent Christian formation experiences on Sunday mornings, Wednesday evenings, and creative opportunities throughout the summer.

In addition the Children's team this person will be expected to partner with our engagement department in a strategy for reaching children within a one mile radius of the building.

This position will require the ability to lead high capacity volunteers, have a vision for excellence, ability to initiate and create, and utilize persons with diverse gifts in building the team.

**Supervisory Role:**

Staff: Children's ministry coordinator, administrative assistant, part time positions.

Volunteers: 100+ Anticipated to grow to over 200 volunteers in the future.

**Qualifications:**

- Enthusiasm for the mission of Christ Memorial Church
- Relational skills with staff, parents, and volunteers.
- High level of initiative.
- Ability to train, supervise, and delegate.
- Excellent written and oral communication skills.
- Organizational ability.
- A love for discipleship of volunteers.

**Recommended Work Schedule. 40 hours**

Sunday: 8:00 AM – 1:00 PM 5

Monday: 8:00 AM – 5:00 PM 8

Tuesday: 8:00 AM – 5:30 PM 8.5

Wednesday: 9:00AM – 8:00 PM 10

Thursday: 8:00 AM – 5:30 PM 8.5

Friday: Off

Saturday: Off

**To Apply:** Please send a resume to [communications@christmemorial.org](mailto:communications@christmemorial.org) no later than December 1, 2017.

Christ Memorial Church invites everyone to experience FULL LIFE as we THINK, LOVE, SERVE and LIVE like Jesus!