

WAKE CROSS ROADS BAPTIST CHURCH, INC.

POSITION DESCRIPTION

Position Title: Part-time Children's Director
Reports To: Executive Pastor
Date Prepared/Revised: January 11, 2021

Principle Function

Plan, administer, coordinate, supervise and evaluate a comprehensive and active Children/Family Ministry at Wake Cross Roads Baptist Church.

General List of Responsibilities

- Identify the spiritual needs of children within the church family and larger community to which the church ministers.
- Lead Children's ministry Sunday mornings, Wednesday evenings (AWANA), and summer programming for children/families (VBS, etc.)
- Assess the effectiveness of ministry activities and programs and make revisions as needed. This ministry will align to the broader ministry plan of WCR.
- Ensure that all children's educational ministries are giving biblical instruction in agreement with the mission and philosophy of WCR.
- Host/conduct training opportunities for workers of the children's ministry.
- Work with children's leaders to coordinate follow-up with prospects and those absent.
- Lead program leaders, teachers and appropriate staff members to resolve philosophical, procedural, and scheduling opportunities in the children's ministry.
- Coordinate recruiting, screening and training of all children workers.
- Ensure that all children workers (paid or volunteer) understand and adhere to the Prevention of Child and Youth Abuse Policy.
- Work with the pastoral team to implement a biblical philosophy of teaching children.

- Work with the pastoral staff in the counseling of personal and family concerns.
- Collaborate with the Student Pastor for the integration of WCR Mission and Vision throughout all age-levels.
- Work alongside of Student Pastor to effectively promote children into student ministry.
- Collaborate with Executive Pastor in planning and preparing an annual budget for the children's ministry
- Perform other duties as assigned