



Pastor/Director of Children and Family Ministry

Permanent, Part Time (20 hours/week). Posting is open until filled.

Purpose of Hope City Kids

A ministry of Hope City Church, Hope City Kids serves children (and their families) from birth to grade 8. Hope City Kids strives to be missional, multiethnic and multiplying. Our goal is to grow in friendship with Jesus and each other, and share Jesus with others. We learn about God, have fun, be safe, and build relationships. We value each child as Christ values them (Matthew 19:13-15).

Purpose of Role

To oversee the vision for Hope City Kids, and manage the execution of it.

Qualifications

- Born again Christian who feels a call by God into ministry and has a commitment to sharing the Good News
- A sense of passion for working with children and families
- Strong organizational, communication and teaching skills
- Ability to build and lead volunteer teams
- An understanding of child development
- Minimum 2 years of experience demonstrated with children preschool up to 8th grade

Commitment

- Time commitment of 15-20 hours a week
- Pray for and oversee the Hope City Kids ministry
- Provide or ensure that those involved with the Hope City Kids ministry, which includes the children, their families, and the volunteers, receive the pastoral care they need

Responsibilities

- Oversee the recruitment and screening of new volunteers in the Hope City Kids ministry
- Oversee the scheduling, training and development of volunteers (have 2 meetings annually with the team)
- Conduct annual ministry evaluations with volunteers
- Participate in deacon's team meetings for ministry coordination
- Choose curriculum and plan Sunday morning's game plan (i.e. large group, small group, crafts), and ensure it is completed in a timely fashion
- Communicate with team in a timely fashion in regards to Sunday morning plan, events, etc.
- Prayerfully evaluate the Hope City Kids ministry on a quarterly basis
- Create and manage the ministry budget
- Ensure the ministry is always safe for both the teachers and the students (Be informed of and implement child protection policy and procedures)
- Organize children's ministry outreach events (Easter, Christmas, etc.)
- Organize special days (Mother's Day, Father's Day, Baby Dedications, Baptism, etc.)
- Organize children's ministry service projects in the Summer (visiting the RCMP, a Seniors' home, etc.)
- Organize/oversee children's program for church wide events (i.e. retreat, conferences)
- Provide resources for parents (book recommendations, Lent activities, Advent ideas, etc.)
- Communicate with parents (upcoming events, encouragement, specific needs of a child, etc.)
- Oversee pre-teens life group two Fridays a month (grades 4-8)
- Maintain a strategy for reaching and assimilating new children and families
- Available to church and community at large - part of community life, life group

Accountability

- This position reports to the Lead Pastor and Elders of Hope City Church

If you sense God drawing you to this position please send your cover letter and resume to info@hopecitychurch.org