**Director of Children’s Ministry Job Posting**

Church of the Nativity is seeking a creative and energetic person to serve as Director of Children’s Ministry. This position will work to ensure that all children are welcome, loved, safe and valued at Nativity. The Director of Children’s Ministry will provide leadership oversight and strategic direction to children’s ministry, while supervising all programming and operations for children from birth to 6th grade, with the aim to create a vibrant ministry with opportunities for parent engagement, volunteering, educational trainings, attendance growth, and involvement of kids in the life of the church. The ideal candidate will take an innovative approach to children’s ministry to create accessible programs for all families. This position is 25 hours per week, Sundays required.

Responsibilities and Duties

* Oversee and direct all aspects of Children’s Ministry for ages 0 – 6th grade and work to facilitate opportunities for spiritual growth for all children.
* Develop a 3 to 5-year vision plan for all Children’s Ministry, where goals are aligned with, and in support of, the overarching vision of the church.
* Coordinate weekly formation programs for Sunday school and Children’s chapel.
* Develop and oversee special events for children and families including Vacation Bible School, Christmas Pageant, Wednesday night program, Eucharist instruction, etc.
* Build relationships with families and develop resources and programs to support parents and communicate with parents consistently.
* Welcome and follow up with new families through invitation, communication, and relationship; connecting them with other families and deepening their connection to the church.
* Recruit, train, and develop volunteers for the Children's Ministry.
* Oversee and conduct Children's Council meetings.
* Supervise nursery staff and oversee proper functioning and upkeep of nursery; coordinate with nursery shift manager; ensure families are welcomed.
* Support church-wide initiatives through Children’s Ministry.

Please send resume to:

Church of the Nativity

Attention: Austin Cook

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