Director of Children & Youth Ministries Job Description

Title: Director of Children & Youth Ministries, Chestnut Ridge Christian Church (Disciples of Christ)

Supervisor: Senior Pastor

The Director of Children and Youth Ministries (Director) is responsible for the ministries of Chestnut Ridge Christian Church (CRCC) for children in pre-K through grade 12.

This is a new position for CRCC. Programs for Children and Youth have been provided by volunteers, but CRCC seeks to grow its ministry to Children and Youth to provide regularly scheduled meetings and programs. There is room in this position for innovation and creativity. CRCC is an Open and Affirming congregation in a suburban setting that welcomes change.

The Director will work with the Senior Pastor and Children & Youth Team. The Director will hold regularly scheduled meetings with the Children and Youth. CRCC desires to grow its ministry to children and youth through five areas: study, worship, community, service, and play and recreation, so the Director will do the following:

In the area of Study:

- Plan learning opportunities for our Children and Youth in consultation with the Senior Pastor and Learning Team.
- Support, engage and participate in the Children Worship and Wonder program coordinated by lay leadership.

In the area of Worship:

- Encourage the Children and Youth to be involved in CRCC's worship life.
- Help the children and youth plan and participate in Youth Sunday.

In the area of Community:

- Develop relationships with the Children and Youth and their families.
- Encourage Children and Youth to be involved in the activities from the Georgia Region, District meetings, and the General Church.
- Develop relationships with Children and Youth in the community beyond CRCC.

In the area of Service: Provide service opportunities for the Children and Youth.

In the area of Play & Recreation: Plan events and time for play, both with special events or outings or in the regularly scheduled meetings.

The Director will also:

- Participate in the life of Chestnut Ridge Christian Church as much as possible.
- Seek out leadership training as the church budget allows.
- Meet regularly with the Senior Pastor.
- Work with Children and Youth Service team to coordinate the ministry and address budget needs. Work with other service teams for certain activities.
- Periodically meet with parents to discuss the Children and Youth programming.
- Provide reports to the board. The board meets about 8 times a year.
- Be an advocate for our Children and Youth in the life of the church.
- Recruit and train volunteers to work with Children and Youth.
- Comply with CRCC's Safe Church Policy (as amended from time to time).
- Submit to periodic criminal background checks.

Qualifications

Education: Bachelor's Degree or attending classes at an accredited college or university

Experience: Experience working with Children or Youth in a church setting is preferred.

Skills:

- Ready to take initiative in developing programs for the Children and Youth.
- Able to relate and work well with Children, Youth, and their families.
- Works well with Pastoral Staff and volunteers.

Personal Characteristics:

- Professes a Christian faith and exhibits a faithful background.
- An understanding that we are all God's children and that CRCC welcomes all into community. Abiding by CRCC's Welcoming Statement, found at https://www.chestnutridgechristianchurch.com/welcoming.

Hours & Benefits

This is a paid, hourly, position for an average or 20 hours a week. Pay is commensurate with experience and skills. Vacation is provided.

To Apply: Please submit your resume and cover letter to our Senior Pastor at pastor@chestnutridgechristianchurch.com and copy our Board President, Rebecca Phalen, at rebecca@rebeccaphalen.com. In your cover letter, please include your experience and skills that qualify you.