

**BLACK ROCK CHURCH  
JOB DESCRIPTION**

**JOB TITLE: Director of Kids Ministry**

**JOB DESCRIPTION DATE: September 2020**

**JOB REPORTS TO: Executive Pastor**

**JOB CLASSIFICATION:** Full-Time  Part-Time \_\_\_\_\_ Volunteer \_\_\_\_\_ Temporary \_\_\_\_\_  
Exempt  Non Exempt \_\_\_\_\_

**THE JOB:** Kids with a faith in Jesus grow up with a healthy foundation of confidence, joy and love because they know that God is real, God loves them, God is always with them and they are eternally secure. The Director of Kids Ministry leads a team of paid staff and volunteers who creatively and passionately ensures 1000 kids every week (birth to fifth grade) build a stronger relationship with Jesus. The Director ensures Black Rock Kids Ministry is biblically sound, attractive to parents and children, fun and relevant to the current needs of families and children. The Director carries the passion for this ministry, manages all the moving pieces, and keeps the staff and volunteers happy and engaged.

**WHAT WE'RE LOOKING FOR:**

- Passion for God, growing spiritually and serving in the local church.
- Passion for helping kids put their faith in Jesus and build the foundation of their lives knowing God loves them, is with them and for them.
- An outgoing and approachable leader of leaders who can cast vision, lead the Kids Ministry staff, build and equip volunteer teams, and guide parents.
- Effective communicator to kids, teachers, volunteers and parents.
- Ability to recruit, equip, and shepherd volunteers effectively.
- Bachelor's degree and 5 years experience working or serving in Kids Ministry programming for mid to large sized churches.
- A person who agrees with Black Rock Church's Statement of Faith and lives out our Lifestyle Statement.

**THE WORK YOU'LL DO:**

- Lead a fun, biblical based Kids Ministry that effectively reaches and disciples kids and equips parents to fulfill their God given role raising their children to love and follow Jesus.
- Manage Kids Ministry paid staff and volunteer teams, providing support, development, and feedback to ensure consistency, quality, and effectiveness.
- Oversee the Kids Ministry staff and volunteer teams who run all aspects of Kids Ministry - Sunday Morning Kids Programs, Midweek Kids Programs, VBS, Summer Adventure Day Camp, Family Events & Parenting Seminars.
- Lead Kid's ministry staff and volunteers to ensure we have fun, engaging, biblically based Sunday large and small group programs for 400 kids (babies through 5th graders) at three morning services.
- Lead volunteer leaders who facilitate dynamic Wednesday Night Kids Programs - Kids J.A.M. (K-1st grade), Spark (Girls 2nd-5th), Stockade (Boys 2nd-5th). Work with volunteer leaders to cast vision, equip and train teams, create calendars, and facilitate database and Realm usage.
- Oversee a 6 week Summer Adventure Day camp with 200 kids per week run by 30+ paid summer staff.
- Work with Kids Ministry staff and volunteer leaders to ensure a week long Vacation Bible School program for 400 kids that is fun, spiritually powerful, and educational.
- Maintain and monitor Kids' ministry budget, including Summer Adventure, in accordance with the BRC yearly budgeting process.

- Establish departmental goals and objectives by prioritizing related programs, managing the use of the facilities, working with-in the budget, delegating tasks and regularly evaluating progress.
- Ensure timely and effective communication to parents concerning all Kids Ministry programming.
- Equip parents to disciple their children by providing materials that go along with kids programming as well as learning opportunities for parents to grow themselves and their kids.
- Meet and counsel parents and kids as needed.

*The above statements are intended to describe the general nature of this job and the level of work performed in this position. This position will be required to perform other job-related duties as requested/required by their Supervisor. Hours will also be flexible with special projects and as the Church grows, this position and its duties may change.*

**THE BIGGER TEAM YOU'LL JOIN:**

Black Rock Church is one of the largest churches in New England and has a dynamic 170 year history of helping people Love God, Love People and Serve Our World. We are located between New York City and Boston on the coast of Fairfield County Connecticut, one of the most influential regions in the world.

At Black Rock Church our vision is to inspire hope and ignite faith in every person we meet by connecting them to God through Jesus Christ.