**Part-time Director of Nurseries**

**Faith Baptist Church**

**May 17, 2021**

**Purpose of Faith Baptist Church’s Children’s Ministry:** The purpose is to reach children with the Gospel of Christ by equipping and training the next generation of parents and leaders.

**Perspective:** Faith is committed to encouraging and strengthening the children’s ministry. The priority is to provide the “full-time equivalent” of staffing for this ministry. We see two different gifted individuals serving as directors complementing one another to effectively accomplish this ministry. One would serve as the Elementary Director and the other as Pre-school/Nursery Director.

**Qualifications:**

* Be a Christian who has a biblical worldview and is growing in Christ
* Articulate a biblical philosophy of training children
* Have a college degree (with preference toward education, child development, and Bible)
* Support and agree with the Faith Baptist Church statement of faith
* Successfully complete Faith’s background check
* Be a self-starter with a passion for children and families with the ability to lead others
* We prefer experience in both teaching children and administration of programs for children and teaching parents, demonstrating God's giftedness in these areas
* The ability to recruit and train others to work in a team context to develop and maintain effective ministries
* Able to communicate vision to others
* Computer skills geared toward communicating with volunteers and administering programs

**Responsibilities:**

**Leadership and Ministry Development**

*Faith Baptist Church’s Nursery Director needs to be engaged in all children’s ministry programs so that he/she can:*

* Supervise the planning and organization of Nurseries and Assist with special ministries such as, Vacation Bible School, Outreach Programs, Children’s Library, and Camp Scholarship Programs
  + Faith Moms should provide the workers for their program while the Nursery Director oversees the operation of the nurseries
  + The Nursery Director should assist ministries (when not focused on whole church) with guidance but not hands on work
* Recruit, along with the Elementary Director and Servant Team, ministry heads and lead them in building teams of volunteers
* Develop and implement training programs for Nursery ministry heads and volunteers
* Maintain an open line of communication with nursery leaders and volunteers regarding curriculum and ministry changes
* Provide curriculum at appropriate levels for the nursery workers and assist with overall curriculum planning.

**Family Ministry**

*Faith Baptist Church’s Faith Kids Ministry desires to assist parents and grandparents with developing the spiritual milestones of their children and family.*

* Assist with the development, implementation, and administration of “Milestones” training programs for the equipping of parents and grandparents with the tools to disciple their children.
* Work with the Elementary Director and Servant Team to maintain engaging contact points with children, and partner with parents to encourage spiritual growth.
* Assist staff with visitation of families as appropriate.

**Risk Management Responsibilities**

*Faith Baptist Church’s Leadership Team desires to maintain a safe and engaging environment for the discipleship of parents and children.*

* Oversee and administer Child Protection Policies and Procedures for the church in conjunction with other staff where applicable

**Support:**

*Faith Baptist Church’s Leadership Team believes strongly in paid staff and volunteer staff working together to achieve the vision set forth by the Elders*

* Work in partnership with the Elementary Director, Servant Team Leaders and the ministry Elder to develop a team of people to implement Faith Kids ministries
* Take the lead role in filling the administrative needs for Faith Kids ministries in the nurseries.

**Expectations:**

* Average 20 hours of work per week
* Become a member of Faith Baptist Church upon accepting the position.
* Grow Faith’s children’s ministry in spiritually meaningful ways.
* Attend worship services and staff meetings on a weekly basis.
* Participate in the job review process which helps develop semi-annual ministry updates and goals for the year.
* Report bi-weekly to the Executive Pastor for overall job performance, direction, and effectiveness.
* The Elder Board is responsible for hiring and termination decisions.
* Meet monthly with Children’s Ministry Servant Team Leaders and ministry leaders to plan and evaluate Children’s Ministry programs.