



The Kingstowne Communion
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Children & Youth Ministry Director Position Description

Position Summary

Serving under the guidance and direction of the Pastor, direct and oversee ministries for children and youth, with specific emphasis on Sunday children's discipleship, kids and youth common tables, and children/youth-centered community engagement.

This position is part-time (10-14 hours a week), with an earliest anticipated start date in late-October to early-November, and pays \$21-25 an hour, depending on experience.

With an anticipated move in 2025 into a new building and within a new ministry partnership with Virginia Hills Church and Learning Center, this position also has a real capacity for growth in hours and responsibility as the children's and youth ministry needs of the Kingstowne Communion expand.

Responsibilities

Sunday Children's Discipleship

- Organize, lead, and direct Sunday morning children's discipleship including any in-service children's moments and Sunday School.
- Using established curriculum, prepare for and teach Sunday School for children 5-5th grade.
- Hire, train, schedule, manage, resource, supervise, and oversee 0-4 year old nursery/preschool teachers and Sunday School assistants.
- Work with parent and wider-congregation volunteers to delegate, resource, and support the ministry when needed.
- Meet with pastor and worship leader to plan cohesive, integrated worship and discipleship series across age levels and liturgical seasons.

Confirmation

- Co-plan and co-teach confirmation with pastor.
- Offer support and communicate with confirmands and confirmation mentors.

Kids/Youth Common Tables

- Oversee, resource, and plan kids and youth common tables.
- Recruit, support, resource, and communicate with youth volunteers.
- Organize, oversee, and communicate children and youth ministries calendars and needs.

Other Family Ministries Duties

- Using established curriculum, work with leaders, volunteers, collaborators, and partners to organize and direct special annual, semi-annual, and/or quarterly childrens/youth-centered community engagement events and weekends (i.e. Neighborhood Bible Camp)
- Plan and resource children's activities when needed for other liturgical services and community events.
- Other special children's and youth ministry related events and duties as agreed upon with pastor.

Qualifications

- An "all in" attitude for the church.
- A love for God and children.
- Adept at multi-tasking, time management, self-direction, and communication.
- Experience in teaching, leading, or caring for children.
- Excellent relational skills and ability to communicate one-on-one and in large groups with people of all ages.
- Sensitive in dealing with the emotional and developmental needs of people.
- Well-developed interpersonal skills with the ability to work with, build teams, and plan and implement effectively among diverse members, leaders, and volunteers.
- Self-starter and self-motivator, able to work flexibly with both close and distant supervision.
- Reliable, cordial, efficient.
- Innovative and creative.
- Knowledge and support of the mission, ethos, and reconciling statement of the Kingstowne Communion.
- Proficiency with Microsoft Office Suite and Google Docs.
- Committed to confidentiality.

Contact & Deadline

Please send all resumes to jobs@kingstownecommunion.net by October 1, 2024. We will begin setting up interviews with qualified candidates the first week of October.