



CROSSROADS
church

CROSSROADS CHURCH

Job Description

Job Title: Children's Director

Reports To: Senior Pastor and Children's Elder

Position Status: Part Time - 20 hours per week

Compensation: \$12,000 - 15,000/year

Position Summary: The role of the Children's Pastor (CP) is to oversee the children's ministry strategy of CrossRoads Church. This will require a firm grasp of the beliefs, values and strategy of CR and the ability to align key leadership teams and volunteers with our mission, vision and values. The CP will partner with parents to lead kids (nursery to 5th grade) to a genuine sense of belonging, involvement and spiritual growth by meeting kids where they are and leading them to next steps in spiritual growth. The CP will facilitate relational connection and spiritual growth of kids through weekend services, special events, and other events designated by senior leadership teams.

Job duties include, but are not limited to:

1. PROVIDE OVERSIGHT AND SUPPORT OF CHILDREN'S WEEKEND WORSHIP SERVICE

Responsible for creating programs that provide engaging experiences and life-changing environments for children:

- a. Providing insight and direction for big picture programming and creative planning processes
- b. Selecting relevant curriculum, props, and games for weekend experiences
- c. Ensuring that check-in areas, ministry spaces and signage are clear, current and focused on new kids and their families
- d. Creating and continuously improving follow-up methods to ensure that new kids and families are plugged into the church
- e. Ensure curriculum and supplies are ready for Sunday Worship services

2. CORDINATE AND SCHDULE VOLUNTEERS

- a. Schedule all volunteers for weekly services as well as special services
- b. Provide training and updates to all volunteers on a consistent basis
- c. Encourage volunteer base (weekly thank you cards, events, etc.)
- d. Communicate with parents frequently about what is happening with children's ministry and how they can encourage their children to grow in their faith
- e. Run background checks on all volunteers who work children
- f. Provide regular evaluations and feedback to volunteers

3. **PROVIDE LEADERSHIP TO ALL CHILDREN'S MINISTRIES OF THE CHURCH:**
 - a. Provide resources and accountability to children's ministries of the church
 - b. Providing centralized efforts for training leaders (tools, classes)
 - c. Manage Budgets and forecast expenses for children's ministry
 - d. Give consistency to all children's ministries of the church
4. **PARTICIPATE AND ENGAGE IN STAFF MEETINGS:**
 - a. Attend weekly staff meetings if possible
 - b. Attend all staff meetings (once a month)
 - c. Work with senior pastoral team to accomplish and meet needs of the church
5. **LEAD SPECIAL EVENTS DESIGNATED BY THE CHURCH FOR CHILDREN**
 - a. The Camp (VBS)
 - b. Christmas Play
 - c. Family Game Nights
 - d. Egg Hunt/Fall Festival
 - e. Other events designated by the church leadership

PERSONAL REQUIREMENTS

- Mature believer who has a growing relationship with Christ
- Agrees with CrossRoads vision, mission, and values
- Active engagement in other ministry areas of the church

ABOUT CROSSROADS

A vibrant church in Norfolk Virginia, CrossRoads is dedicated to furthering the Gospel of Jesus Christ through a commitment to the campus, community and world. We are a family on mission desiring to see to God's Kingdom advance in each of these areas. We believe that every journey has CrossRoads and that God has a plan for every life.

Please see our website (<http://crcnorfolk.com>) for more information.

Qualified applicants should send their **resume**, **job history** and **three references** (personal, ministry and professional) to crcnorfolkjobs@gmail.com by April 15, 2015.