

THE FIRST PRESBYTERIAN CHURCH OF ARLINGTON HEIGHTS (FPCA)

Job Description: Director of Children's Ministries

POSITION	Director of Children's Ministries
CURRENT	Open
PURPOSE	To provide leadership and support for the Christian faith formation of children ages birth – 5 th grade, includes educational programs on Sunday morning, midweek ministry, and special events. To provide leadership and partnership with Parents, Children's Ministry (CM) Committee, CM Volunteers, Staff, and Pastors to ensure all programs are grounded in our reformed/ Presbyterian beliefs and align with the overall vision for the church.
ACCOUNTABILITY	To the Session of the First Presbyterian Church of Arlington Heights, through its Administration and Personnel Committee, under the supervision and leadership of the Interim Associate Pastor for Education .
COMPENSATION	Part Time Position (approx 20 Hours; Sunday, Tuesday, Wednesday, Thursday, including seasonal events and occasional evenings).
SUPERVISOR	Interim Associate Pastor for Education
ACCREDITATION	Undergraduate Degree (Preferably in Education, Child Development, Children and Family Ministry, or Non-Profit Leadership and Management)

RESPONSIBILITIES

- Provide overall vision for the spiritual growth and formation of children.
- Provide leadership and management for CM Volunteers and CM Committee, including regular training, recruiting encouragement, and conflict resolution.
- Continually implement, evaluate and recommend children's ministries curricula and programs to effectively meet the needs of children.
- Effectively communicate and partner with parents in the ministry to children.
- Provide leadership for Sunday morning ministry for birth-grade 5 classrooms.
- Oversee ministry logistics and operations including: budget, supplies, attendance, child protection policy and child safety, and classroom furnishings.
- Actively promote and champion children's ministries among the congregation.
- Participate in FPCA Staff and Program Meetings.
- Follow and maintain all church policy and procedures.

Please email cover letter and resume to Rev. Beth Freese Dammers at bethfreesedammers@fpcch.org