

Position Title: Pastor of Family and Children's Ministries



Position Overview & Mission Statement:

Promote and wholly invest in Pine Level Missionary Baptist Church's mission statement - *Serving God, Serving Others.*

In accordance with Scripture (Ephesians 4:11-13), the Pastor of Families at Pine Level Missionary Baptist Church will:

(1) Oversee the discipleship systems Pre-K to college and to their parents. Teach and disciple in the knowledge, love and worship of God the Father, God the Son, and God the Holy Spirit (Deut. 6:5; Matt. 22:37-40; Psalms 37:23-24) providing a biblical foundation to draw from as children/youth get older (Proverbs 22:6). (2) Provide a safe and caring environment that promotes learning, maturing, and opportunities for salvation through Jesus Christ our Lord and Savior in preparation for God-honoring Christian service.

Reports to: Senior Pastor

Minimum requirements, educational, and/or experience requirements:

- Must be a born-again believer and live out a consistent Christian testimony. (John 3:3; Colossians 3:5, 17; Ephesians 4:1-6)
- Character must reflect the biblical qualifications for pastor/overseer/elder. (1 Timothy 3:1-7; Titus 1:6-9)
- Bachelor's Degree. (or currently pursuing)
- Active or previous children's ministry experience.
- Ability to use MS Office and possess other computer skills as demanded by equipment and configurations.
- Excellent initiative, organizational, interpersonal, communication and customer service skills.
- Need to be available for all church functions

Key Duties and Responsibilities:

1. Organize, coordinate & lead Children's church services involving children K through 5th grade.
2. Organize & coordinate all outreach ministries involving children Pre-K through youth, such as Wednesday Night programming, Vacation Bible School, etc.
 - a. Initiate/Develop opportunities for community outreach (i.e. school visitations, summer programs, etc) as feasible.
3. Organize, coordinate & deliver discipleship opportunities for all ages up through 12th grade.
 - a. Initiate/Develop opportunities for children and youth to learn God-honoring Christian service to others in the church and community as feasible.
4. Recruit, train, and supervise children/youth leaders and volunteers:

- a. Sunday School, children's church, Wednesday night programs, Vacation Bible School, and all other outreach ministries for Pre-K through youth.
 - b. Communicate vision and ministry details with parents and volunteers. (i.e. Camp/program details/expectations, trip dates/times/expectations, etc)
5. Create and provide Biblically-sound teaching materials for all children Pre-K through youth.
6. Develop & follow an annual budget for assigned ministry areas in collaboration with the Family Ministry Council.

Staff Expectations:

1. Work with Senior Pastor, Deacons, and Family Ministry Council to accomplish vision.
2. Actively leads and participates on the Family Ministry Council with the expectation of meeting quarterly at minimum.
3. Maintain communication and build relationships between family ministries and parents.
4. Maintain a professional and healthy working relationship with all staff and members. (Romans 12:3-8, 18)
5. Follow biblical principles in resolving conflict. (Matthew 18:15-17, 21-22)
6. Set an example by sharing faith. (1 Peter 3:15)
7. Seek out opportunities to enhance ministry development. (2 Timothy 3:16-17)
8. Stay informed on current family ministry methods & materials, utilizing that information where & when appropriate.
9. Attend staff meetings as requested.
10. Deliver classes or sermons in the Senior Pastor's absence as needed.
11. Regularly participate in hospital & home visitation with church members as needed.
12. Maintain certification in adult, child, & infant first aid and CPR.

Essential Functions, including physical demands:

- Ability to lift up to 50 lbs frequently.
- Ability to actively lead & participate in children's ministry activities.
- Ability to easily move around (walk, bend, kneel, etc.)
- Ability to drive vehicles (including church vans) for children's ministry activities.

FLSA Status: Exempt

DRAFT - 1/15/23