

## **Our Parish Mission is Growing Disciples of Jesus Christ.**

**Parish Vision:** God has a vision for us as a Christian Community, empowered by the Holy Spirit, active in: Worship of God, Discipleship for all ages, Serving Christ in the world.

### **What Discipleship means for Children's Ministry in this parish:**

- An experience of the unconditional love of God,
- A love of Jesus Christ as Lord and Savior,
- A joyful experience of the Holy Spirit through Christian Community,
- Knowing God by learning the basics of prayer, the Bible and Christian belief,
- Learning the basics of Christian worship and the traditions of our church, including the Lord's Prayer, the Nicene Creed, customary worship responses, and some worship music commonly used in our church,
- Learning the basics of Christian relationships, including love of God in Christ, love of neighbor as Christ loves us, kindness, repentance, forgiveness and reconciliation, and generosity,
- Finding a place as full members of the church with teens and adults, active in other ministries, including children's choir and acolytes,
- Helping to serve Christ in the world, in relationship with those in need,
- Prepared to grow and develop toward confirmation and Youth ministry.

### **How will we grow disciples for Jesus Christ in this ministry?**

- Loving children the way Christ loves us: with grace and truth, justice and mercy, acceptance and accountability, a warm embrace and a higher calling,
- By adults and youth building caring relationships with children and their parents,
- Through praying for and with our kids,
- Teaching the basics of the Christian faith, the Bible and the Christian life,
- Helping kids develop practices of service, prayer and worship, (connected to "big church"),
- Coordinate with the Youth Ministry and Adult Education programs,
- Support parents for Christian development in the home,
- Intentionally bringing the family together at church and at home.

### **What is our basic programmatic framework for Children's Ministry?**

- Sunday School and Nursery (through 5<sup>th</sup> grade),
- Children's Chapel (an age appropriate version of worship during the sermon, creed and prayers for pre-K through 2<sup>nd</sup> grade),
- Special activities such as Christmas Eve drama, multigenerational programs,
- One week Vacation Bible School in the summer,
- Other ministries of the parish including acolytes, children's choir and other involvement,
- Staff and volunteer leaders in pastoral relationships with kids and their parents.

### **Ministry Development Goals:**

- Review the Children's Ministry Program and curricula to align with the mission & vision,
- Work with the Children's Ministry Team to build an effective cadre of volunteers,
- Enhance ongoing support for Sunday School teachers
- Coordinate with Youth Ministry, Children's Choir, Acolytes and other ministries,
- Consider ways to further integrate outreach/service experience into the Children's program.

**Position Description**  
**for the Director of Children's Ministry**  
**at the Episcopal Church of St. Peter & St. Paul, Marietta, GA,**  
**May 2, 2018**

**Summary:** The Director of Children's Ministry is a part time (20-25 hours weekly), lay staff member who reports directly to the Rector (senior pastor) and leads the Children's Ministries of the parish, for newborns through 5<sup>th</sup> graders. **The mission of the parish and of this ministry is growing disciples of Jesus Christ.** The Director of Children's Ministry will collaborate with the Rector, staff and volunteer children's ministry leadership to pursue this mission and the attached vision for Children's Ministry.

**St. Peter and St. Paul** is an Episcopal parish in sub-urban Atlanta, with ~1000 active members, with average weekend attendance of 390 people (from three services). Our membership includes 105 kids from 0-11 years old. Average attendance for Sunday School through grade 5 is roughly 40 kids and 10 in the nursery. Vacation Bible School in 2016 registered ~60 children, and a Sunday evening multigenerational program in Lent included 10 kids in that age range.

**Basic responsibilities:**

- Grow disciples of Jesus Christ according to the attached Vision for Children's Ministry,
- Oversee, organize and grow & sustain the Children's Ministry of the parish (for infants through 5<sup>th</sup> graders) through shared leadership, collaborating with the Rector, staff and volunteer leadership,
- Support the ministry of the whole parish, and the integration of kids into parish life as full members of the church, including Acolytes and Children's Choir,
- Develop effective Sunday School leaders and curricula for grades pre-K through 5 (with a preference for materials that connect to the readings in the Sunday Service),
- Develop effective Children's Chapel program and leaders,
- Coordinate the Nursery and supervise nursery staff (primarily for Sundays),
- Collaborate with a leadership team for Children's Ministry for a depth of effective leadership, discernment, accountability and connection to the parish,
- Form pastoral connections with children and their families, (and coordinate with Youth Ministry and Adult Education for family support),
- Organize and lead special activities, including Multigenerational programs (in 2016 we had a series of five Sunday evening programs), and seasonal special events,
- Organize and lead one week Vacation Bible School in the summer,
- Identify, recruit, train, support and motivate leaders and volunteers, including training in "Safeguarding God's Children" and "Safeguarding God's People" (for the prevention of abuse and sexual misconduct in the church).
- Prepare and manage the approved Children's ministry program budget.
- Attend worship on Sundays and Holy Days, attend Staff meetings, and maintain regular hours on site.

**Qualifications:**

- A Christian committed to Jesus Christ, and to the church as the body of Christ.
- Personal and professional character that demonstrates an authentic commitment to Christ and Christian standards, providing a good model for all ages.
- A passionate desire to help kids discover the love of God and grow as disciples of Jesus Christ.
- Demonstrated skills and attributes in:
  - Christian maturity, grounded in a life of daily prayer, regular worship and Bible study,
  - Responsibility, organization and effective, healthy communication,
  - Building fun, caring and trusting relationships with kids and adults,
  - Flexibility and patience,
  - Initiative, solution-oriented problem solving, reliability and accountability,
  - Group/team leadership, training, mentoring, teaching, facilitation,
- Demonstrated skills and experience as a creative and effective teacher of young children, including skills in using various modes of learning and classroom management,
- Demonstrated experience with various Children's Ministry curricula,
- A demonstrated ability to recruit, train and support volunteer teachers,
- A demonstrated ability to work with, support and manage conflict with parents,
- A understanding of and respect for the Anglican/Episcopal tradition,
- A demonstrated ability to work graciously with people of various backgrounds and views,
- Demonstrated good judgment in boundaries (personal and professional) and in the wise and responsible use of technology and social media,
- Engages in indoor & outdoor activities and games with kids.

**Education and experience:**

- An Undergraduate Degree
- At least two years' experience, demonstrating an ability to grow and sustain a vibrant Children's ministry.

**Background check:**

Employment is contingent on a successful completion of criminal background check.

Three references are required, including at least one personal and one professional reference.

**Compensation and benefits:**

The position is part time: 20-25 hours weekly, with salary and partial benefits (which currently include a 403(b) retirement benefit and the ability to *purchase* health insurance through the church plan). Four weeks of paid vacation including up to four Sundays. Annual salary range is \$20,000 – 30,000, depending upon agreed hours, training, experience and demonstrated abilities.

**Submit a cover letter and resume to The Rev. Tom Pumphrey at [tpumphrey@peterandpaul.org](mailto:tpumphrey@peterandpaul.org).**

**Visit us online at [www.peterandpaul.org](http://www.peterandpaul.org).**