

Minister to Children

Aversboro Road Baptist Church Mission Statement:

To proclaim the gospel of Jesus Christ and to minister to the needs of our Congregation, the Community, and the World, through the leadership of the Holy Spirit.

General Purpose of the Position:

The Minister to Children, under the direction of the Senior Pastor, is responsible for educating the children of the church including special education, in accordance with the plans and methods of the Southern Baptist Convention and/or the State Baptist State Convention, as projected through the Church Staff, Diaconate, Councils, Committees, and Officers of the church consistent with the approved Constitution, By-Laws, Policies and Procedures.

Qualifications:

1. A spiritually gifted Minister called by the church in open election, with a Master's Degree in Christian Education and a under-graduate degree in Elementary or Early-Childhood Education.
2. A spiritually matured Disciple of Christ with a confirmed call by God to serve in this leadership position and possessing a willingness to devote the personal time, energy, and resources required to meet the membership educational needs.

Responsibilities:

1. Serve as Chairperson of the Children's Ministries Council and Preschool Ministries Council.
2. Serve as a member of the Church Council, The Growing Place Committee, and as the Pastor's ex-officio representative as assigned.
3. Manage the affairs of the Children's Sunday School Programs.
4. Report weekly to the Pastor, on the state of the ministries, to the Diaconate on request, and to scheduled Church Conferences.
5. Conduct officers and teachers meetings as required, but at least quarterly, with a view toward increasing individual performance and reaching maximum efficiency and effectiveness of the educational programs.
6. Work with VBS Director to plan and coordinate the Children's portion of Vacation Bible School.
7. Prepare and submit to the Pastor, in a timely manner, annual budget requirements.

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8. Administer the annual budget for the Children's Ministries
9. Develop and, upon church approval, implement a program of fellowship, retreats, and/or seminars, designed to enhance the skills and spiritual growth of volunteer lay ministers.
10. Supervise the training and use of paid child care workers.
11. Supervise The Growing Place ministry.

Duties:

1. Assure the timely ordering, receipt and distribution of all required literature and supplies for the Children's Ministry.
2. Plan staff, direct and coordinate all child care during church functions, as required.
3. Keep the membership informed on ministry activities through the newsletter, bulletin, worship hour announcements and special messages.
4. Be available, upon request, to advise and minister to church members.
5. Promote a strong intra-ministry inreach, outreach, and missions program.
6. Prepare and submit training requirements.
7. Assure that public and written recognition is given for individual and team achievements.
8. Cooperate with the Nominating Committee in securing and placing leaders, teachers, and team members.
9. Keep abreast of new training methods, equipment, and materials for enhancing and improving the quality of education programs.
10. Support T.E.A.M. Rallies and scheduled events.
11. Seek personally to win unsaved and unlisted prospects for membership.
12. Update the church calendar as required
13. Maintain a confidential program of prayer and Bible study
14. Be watchful for and solicit gifted persons for leadership training and placement.