

Mt. Zion Baptist Church of Joliet

Joliet, IL

Children's Director Job Description

Mt. Zion Baptist Church of Joliet (a Chicago suburb) is a spirit-filled, evangelical, relationship-building church with an immediate opening for a Children's Director. The Children's Director is responsible for the Christian development and programming for Mt. Zion's youngest students. The Children's Director will work with the Pastor, families, and volunteers to create an environment that fosters discipleship, learning, and fun for our children.

DUTIES AND RESPONSIBILITIES

- Plan and oversee children's activities and programs with a primary focus on Sunday morning and Wednesday night for pre-k thru 5th grade youth.
- Build a friendly rapport with and among Zion's children and parents.
- Oversee functions of Sunday Morning Nursery programming.
- Develop and promote age appropriate, biblically based education and study groups for pre-k to 5th grade.
- Recruit, train and oversee volunteer children's staff.
- Create an innovative atmosphere with the use of modern-day technology, to engage children of pre-k to 5th grade.
- Proactively and intentionally seek out community events where pre-k thru 5th grade aged children is the focus in which the church can participate.
- Partner with Pastor to create and maintain a strong and functioning Youth Ministry.
- Review and recommend financial needs for the Children's Ministry
- Attend leadership classes, church business meetings, prayer meetings and /or Bible Study / Sunday school
- Remain informed regarding current child learning methods, materials and administration through educational courses, children/youth conferences, child safety, seminars, and workshops.

COMPETENCIES AND EXPECTATIONS

- Passion for ministry to pre-k thru 5th grade children and seeing them grow in their faith.
- Demonstrated skill at recruiting, managing and motivating volunteers.
- Reliable, trustworthy, self-starter, with excellence in following through on details.
- Innovative thinker, entrepreneurial mindset, utilizes technology and highly creative
- Possess the ability to use appropriate judgment, discretion, sensitivity, and confidentiality
- Excellent verbal and written communication skills
- Must be a good Christian role model.
- Strong leadership, teamwork, and administrative skills

SKILLS AND QUALIFICATIONS

Required:

High School degree.

2+ years' experience as a children's director or equivalent

Preferred:

Bachelor's degree in related field.

INTERESTED CANDIDATES

To Apply: Submit resume to employment@mtzionjoliet.org

