

Director of Children's Ministry

Job Description

Working hours 40 hours / week (including Sundays)

Salary £34-36k /annum , depending upon experience.

Why St Stephen's?

St Stephen's is a vibrant, growing Evangelical Charismatic Resource Church with around 500 adults, 100 children, 80 youth and a dynamic staff team. Our vision is simple: *Love God, Grow Disciples, Transform Communities*. Sundays are at the heart of this, with three services where we gather to worship and learn. We're especially passionate about our thriving youth, children's and families' ministries – a long-standing strength we're committed to growing further. With our new 4-year strategy, *Grow* (launched Autumn 2024), we're making "Growing Younger" a key priority, joining in with what God is doing across the nation

Main Purpose of the Role

The Director of Children's Ministry is a key role within the staff team at St Stephen's.

Currently there are 4 main strands to children's ministry at St Stephen's:

1. Church based kid's ministry and discipleship
2. Community pre-school and families (led by p/t communities families pastor)
3. School's ministry (St Stephen's primary and 2 other local primary schools); and
4. Parenting (building community and pastoral support).

We are looking for someone with a passion to see children and their families grow as whole life disciples of Jesus, who will take responsibility and strategic oversight for all 0-11 ministry, and the recruitment and training of a large volunteer team and will lead this ministry into continued growth in the years ahead.

Responsibilities & Tasks

Team

- Recruit church members to be on the Children's ministry teams.
- Inspire, equip, enable, encourage and train team members to deliver optimum care, best practice and effective teaching.
- Organise team training and socials for the children's ministry team.
- Foster a culture of encouragement, support and prayer amongst volunteers
- Rota management of Kids church team, to ensure all ratios are met.

- Lead the children's ministry team including some line management of staff
- Ensure the highest standards of safeguarding in children's ministry alongside the Parish Safeguarding Officers.

Children's Ministry

- Design, deliver and resource a Biblical and applied teaching programme which enables children to come to a personal faith in Jesus and grow as whole life disciples.
- To innovate and implement new ways that we can reach local children and their families with the good news of Jesus.
- To ensure consistent and effective discipleship and pastoral care for u11s.
- Initiate, plan and co-ordinate seasonal and other ad hoc events, including the annual holiday club.
- Oversight of primary school's ministry.
- Develop and deliver occasional events and courses to help older children grow in faith and prepare to transition into Youth
- Ensure that all children's ministry activities are accessible to children with additional needs.
- Ensure that parents are equipped to disciple and parent their children in today's world.
- Work with the community families pastor and other staff to ensure that all ministry to u11s and their families is co-ordinated.
- Budget and resource management for children's ministry

The Wider Church

- Develop strategic partnerships with other churches and organisations to help deliver the vision for children's ministry
- Keep up to date with Children's Ministry best practice and issues in the UK, attending training and conferences.
- Share knowledge, experience and resources with the wider church
- Be actively involved in Children's ministry at summer conferences (wherever St Stephen's attend)

Staff team

- Commit to playing your part in the delivery of the church's Vision and Strategy
- Adhere to staff policies and procedures, and to ensuring the highest standards of safeguarding
- Be willing to carry out other duties that may reasonably be required in line with your main duties and responsibilities, as the need arises

Competencies

Essential

- Experience either working in or volunteering in children's ministry or/and in some other children focussed area of work (eg teaching).
- Excellent communication skills (verbal and written).
- Ability to teach children the Bible in a fun, imaginative and clear way .
- Ability to prioritise and multi-task.
- Excellent administrative and organisational skills.
- Proven ability to be an innovative self starter.
- Proven skills in recruitment, leadership and development of volunteer teams.
- Ability to manage a budget.

Desirable

- Proven experience and ability in leading vision and implementing strategy.
- Has some theological / training in children's ministry
- Experience and ability in leading All Age Worship.

Person Specification

- A committed Christian with a personal faith in Jesus which flows out every aspect of their life*
- A passion for children's ministry.
- Is already or is willing to become a worshipping, serving, giving member of St Stephen's church.
- Flexible and adaptable
- Excellent interpersonal skills.
- A dynamic leader
- An optimistic realist
- A desire to grow leaders and to develop others.
- A self-motivated, team player.
- Doesn't take themselves too seriously!
- Committed to safeguarding: understanding and personally applying the safeguarding policy and procedures & undertaking safeguarding training as required.
- A commitment to health and safety

*N.B. There is a Genuine Occupation Requirement (GoR) for the successful applicant to be a Christian and this GoR applies under the Equality Act 2010.

The details

- £34-36K depending on experience
- 40 hours/over 5 days a week, including Sundays

- The role holder must be available to work some evenings and Saturdays, and at Christmas and Easter, with appropriate time off in lieu.
- Full participation in the staff team (including attending staff worship, meetings and APCM)
- 25 days' annual leave including up to 5 Sundays plus Bank Holidays and a day off on your birthday.
- Monthly 'retreat' days.
- Opportunities for professional development and training as required.
- Church of England pension: 8% of salary of which 6.5% is paid by employer and 1.5% by employee
- Life Insurance
- 6-month probationary period
- Responsible to the Vicar