

the **Vineyard** church

Love God. Love people. Period.

Job Title: Part-Time Children's Ministry Director

Job Overview: The Children's Ministry Director at the Duluth Vineyard Church is responsible for overseeing all aspects of the children's ministry program (infant through 5th grade). This position reports to the Marriage and Family Pastor.

Key Responsibilities:

- Develop and implement a comprehensive children's ministry program that aligns with the mission and values of the Duluth Vineyard Church.
- Foster a nurturing and inclusive environment where children can grow in their faith and develop meaningful relationships with each other and with God.
- Recruit, train, guide and support volunteer staff for various children's ministry roles, including teachers and assistants.
- Foster a positive and collaborative team culture, encouraging the development of each volunteer's unique gifts and talents.
- Coordinate and lead Sunday worship services, and other special events or programs.
- Implement and enforce child safety policies and best practices to ensure a secure environment for all children participating in ministry activities.
- Collaborate with the church leadership team to integrate children's ministry into the overall church vision and programming.
- Research and implement biblically sound curriculum across multiple age levels. Ensure bible lessons and activities are relevant, engaging, and aligned with the church's mission, vision and values.
- Manage the children's ministry budget, ensuring responsible stewardship of resources to achieve ministry objectives.
- Communicate regularly with parents and guardians regarding upcoming events, curriculum, and other important information.
- Conduct regular team meetings/gatherings for training, feedback, planning and community-building.

Qualifications:

- A personal commitment to Jesus Christ and a demonstrated passion for children's ministry.
- Strong organizational and leadership skills, with the ability to identify, recruit, train, motivate and nurture volunteer teams.
- Previous experience working with children in a church or educational setting.
- Excellent verbal and written communication skills, with both adults and children.
- Ability to work collaboratively with church staff, volunteers, and parents.
- Knowledge of child development principles and age-appropriate teaching methods.
- Available to work regularly on Sundays and occasional evenings for special events or meetings.
- Compliance with all background check and safety requirements as mandated by the church.
- A commitment to ongoing personal and professional development, including staying updated on best practices in children's ministry.

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Hours and Compensation: This is a part-time position, with an estimated 20 hours per week. Compensation will be commensurate with experience and qualifications.

Application Process: To apply, please submit a cover letter and resume to Becca Eastvold at beastvold@duluthvineyard.org. Applications will be accepted until April 15.