



Job Description Children's Pastor

Date: January 2023

Supervisor: TBD

Staff Teams: Pastoral Staff

Status: Full-time, 40 hours with health benefits

Role: Cast vision and lead RezKids (RK) ministries and teams. Provide pastoral care and leadership for families.

QUALIFICATIONS:

1. B.A. Required. M.A. beneficial
2. 2-5 years previous ministry experience
3. Member of Resurrection (or commitment to become member within 6 months of start date)

SKILLS

1. Leadership of complex ministry environment
2. Problem solving in a fast-paced environment
3. Team development and relationship-building with families
4. Supervision of others and collaboration with other ministries
5. Vision cast to inspire others

MINISTRY OVERSIGHT

1. Supervise the Children's Ministry Staff
 - a. Planning and executing Sunday morning (Birth-5th grade) and
 - b. Midweek (1st-5th grade) ministries, including special needs ministry
 - c. Selecting/creating/enriching curriculum
 - d. Recruiting, training, and supporting volunteers
2. Collaborate and Communicate
 - a. Integrate children into the life of the church

- b. Represent RK to the church at large
 - c. Collaborate with pastoral staff to ensure RK is integrated into all church ministries
 - d. Enforce and train in safety protection practices
 - e. Set up Sunday morning, and lead Prayer Circle ½ hour before services
 - f. Send biweekly newsletters to parents
3. Sunday Morning Leadership
- a. Set up Sunday morning, and lead Prayer Circle ½ hour before services.
 - b. Quick problem solving and low stress in pressure situations (i.e. multiple team members don't show up).
 - c. Welcome visitors
 - d. Pastoral connection with families
4. Midweek Ministry
- a. Welcome visitors
 - b. Pastoral connection with families
 - c. Recruit activity leaders and shepherds
 - d. Create devotional curriculum to complement the activities
5. Special Needs Ministry
- a. Continue developing the special needs ministry
 - b. Recruit and train personal buddies for special needs children
 - c. Pastoral appointments with parents to resource and shepherd their children
6. Family Discipleship & Care
- a. Provide pastoral care for families in partnership with Pastoral Care Pastor
 - b. Recruit speakers and oversee the creation of adult classes pertaining to the discipleship of children
 - c. Give families resources for family discipleship
7. Baptism
- a. Lead baptism class
 - b. Meet with older children and parents of younger children
 - c. Lead rehearsal and oversee ceremony
 - d. Collaborate with clergy re: special cases
8. Budget
- a. Monitor lines regularly

- b. Plan upcoming year's budget

Fair Labor Standards Act (FLSA)

Status: Exempt (full -time)

Duties: Ministerial, Lead the ministry of RezKids

Description: Exempt = No overtime paid.

FLSA does not apply because of the ministerial exception and essential job duties that include spiritual activities.

Americans with Disabilities Act (ADA)

Job Performance Requirements:

- Receive Masters degree level of education.
- Occasionally/frequently work weekends
- Must be able to sit in a stationary position for 50% of the time
- Occasional kneeling and bending to re-stock supplies.
- Occasional reaching to gain access to supplies.
- Constantly operate a computer and other office productivity machinery, such as a calculator, copy machine, and computer printer.
- Occasional overtime hours
- Frequently communicate with people (parishioners, staff, etc) who have inquiries about sermons, service events, projects, etc. Must be able to exchange accurate information in these situations.
- Identify material from a computer with a 13in screen.

This job description is subject to change at any time.