

Central Presbyterian Church of Des Moines is seeking applicants for a part-time

# Children's Ministry Director



## Purpose

We are looking for a caring, energetic leader to coordinate our church's children's ministry (birth through grade 5), with the goal of nurturing their growth in faith, in service, and in relationship with each other and with God.

## About Our Church

Founded in 1848, Central Presbyterian Church is a vibrant, growing congregation of over 500 members. Our children's program has a current active enrollment of 44 in grades K-5, plus 6 in the nursery.

The Children's Ministry Director will join a team of a dozen other dedicated and collegial staff, and will work closely with our Children's Music Director, Youth Ministry Director, and Nursery Coordinator.

## Primary Responsibilities

Organize and lead weekly children's programs on Sunday mornings and Wednesday evenings (during the school year), which include a mix of Bible lessons, crafts, music, mission/service projects, meals/snacks, and recreation.

Organize and lead annual children's programs and special events, including Vacation Bible School, Bounce Back Sunday, Trunk or Treat, and the Christmas Pageant.

Lead the children's time in the worship service on Sundays.

Develop supportive relationships with children and families.

Recruit and train volunteers for children's programs, and conduct background checks and child abuse protection training for volunteers.

Coordinate calendar of children's activities with other church staff, and provide program schedules and information for publication on an ongoing basis.

Communicate regularly with parents and volunteers regarding children's programs and events.

Participate in weekly staff meetings and monthly Christian Education Committee meetings.

Maintain records of attendance and other data.

## Qualifications

Bachelor's degree, with coursework in elementary education or religious studies preferred.

2+ years experience in Christian education as a leader or volunteer in a church setting.

Other experience leading children's educational programs in a school, camp, or related setting.

Enthusiasm, creativity, and an ability to relate well with children and their families.

Strong organizational and communication skills.

Vibrant sense of faith and membership in a Presbyterian or other mainline Protestant church.

## Job Information

Half-time, 20 hours/week (on average)

Annual salary: \$25,000-27,000

Beginning June 2022

## To apply

Please submit resume and cover letter to [hr@dmcpc.org](mailto:hr@dmcpc.org) by May 1, 2022.

