

Children and Family Minister *(Part Time or Full Time depending on candidate)*

First Church is a diverse congregation with people from various religious backgrounds, races, socioeconomic levels, abilities, and genders - we celebrate being an open and welcoming place for all of God's people. Our congregation includes individuals from the LGBTQ community who have been harmed by the church, others who have been disenfranchised from organized religion, families with neurodivergent children seeking safe space, as well as people who have been a part of a church their entire lives. Therefore, any staff person must have an appreciation for the diversity of the congregation and an inclusive theology that should be reflected not only in their personal beliefs but in the way they speak and lead a ministry. Finally, the First Church staff works as a highly motivated, collaborative team, so anyone seeking employment must be a 'team player,' able to work well with others as well as be independently motivated.

The Children and Family Minister helps First Church live out its mission to be an OPEN place for ALL by engaging, inviting, supporting, and nurturing the faith of our children and their families. Through sharing the inclusive and free love of God as expressed in the personhood of Jesus Christ, the Children and Family Minister helps our children and families live into First Church's priorities of practicing hospitality, embodying diversity, doing justice, encouraging authenticity, creating an inclusive community, and embracing tough questions. They are a lover of children, a teacher, an includer, and a creative team builder. They must have a deep love of God, a passion for developing the faith of children, and a call to help people see they belong and are loved as they are.

During seasonal times the Children and Family Minister will require flexible hours as there are annual children's summer camps and retreats. It is recognized that the schedule and hours may vary throughout the year. They must be able to work Sundays, Mondays, and Wednesdays.

Accountability

This position reports to the Senior Pastor and Staff Parish Relations Committee.

Job Requirements

A bachelor's degree and a minimum of three years of ministry experience
Commitment to First Church's mission statement and priorities

Unique Talents and Preferred Skills

We hope the Children and Family Minister will be gregarious in getting to know others, creative in teaching/engaging children of all ages, independently motivated, organized, dependable, communicate effectively both verbally and in writing, ability to recruit, train, equip, and delegate ministry to volunteers, enjoys being with and relates well with diverse groups of people

Responsibilities

- Lead a lay team in supporting and carrying out children's ministry (Sunday School, Wednesday nights, Easter Egg Hunt, Christmas Pageant, Arts Camp, etc.).
- Hire, train, supervise, and schedule paid nursery staff.
- Recruit 1:1 buddies for our neurodivergent children along with resources and support for their successful experience in children's ministry.

- Select or write curriculum for children's Sunday School, Wednesday nights, and camps.
- Train and organize lay leaders to facilitate children's Sunday School/Wednesday nights.
- Organize the recognition and celebration of new babies with a visit, meal, etc. as well as an annual Sunday in January celebrating the year's births.
- Schedule children's baptisms with worship staff.
- Maintain creative children's resource space in worship areas.
- Work with church staff on church-wide retreat to offer a life-giving experience for children and families.
- Organize family centered small groups and gatherings for parents and play dates for kids.
- Create and follow children's ministry budget annually.
- Organize and recruit children to help with communion and leadership in worship.
- Supervise children's choir and plan regular Sundays for children to sing in worship.
- Creatively envision and develop plans to engage new children and their families.
- Organize and keep children's classrooms and resource room clean.
- Maintain Safe Sanctuaries policies and ensure they are up to date and followed.
- Support the Senior Pastor in planning and implementing vision and ministry.
- Ensure compliance documents are updated, distributed, and adhered to by you and those you lead or supervise (copyright licensing, background checks on volunteers/staff, etc.).
- Communication through social media, newsletters, email, and other means will be consistent, timely, clear, appropriate, and kept current.
- Communication with congregants takes place, both written and in-person, leaving the avenues of communication open for concerns and suggestions.
- Communication with church staff is proactive to provide ample time for support of the ministry priorities and programs.
- Problems are evaluated in a way that honors the concerns of those who brought them with creative solutions that are implemented in a timely fashion.
- Provide leadership at lay leadership team meetings as directed by Senior Pastor.
- Participate with worship teams in planning to help make worship engaging for children.
- Other duties as assigned.

Compensation

Commensurate with experience and number of hours worked. Salary ranges from \$25,000-\$50,000 depending on part-time or full-time employment. Benefits eligible for non-exempt employees.

Terms of Employment

A clear Criminal Background and Safe Sanctuary background check will be required

References - 2 Professional and 2 Personal

Valid Driver's License

The probationary period will be six months

To apply, please send a cover letter and resume to Rev. Stephanie York Arnold at Stephanie@firstchurchbhm.com