

Children's Ministries Assistant

Fifth Reformed Church

Position Description

April 2024

Purpose

In consultation with the Children's Ministries director, the Children's Ministries Assistant is a spiritual and organizational leader who strives to advance the mission of the church in discipling children and resourcing parents in the discipling of their children.

Status

This is a part-time position (10-15hrs/week with potential for more) that reports to the Children's Ministries Director.

Spiritual Qualifications and Core Values

1. Maintain a vital and growing relationship with Christ through the exercise of basic Christian spiritual disciplines including prayer and meditation on scripture.
2. Demonstrate a high level of moral integrity understanding that personal conduct impacts the larger work and witness of the church.
3. Collaborate with staff and lay leaders in advancing the mission of Fifth Church.
4. Maintain appropriate confidentiality regarding sensitive information.
5. Agree to, and abide by, the Staff Team Covenant.

Essential Functions

- **Collaborate with Director to plan and prep curriculum for regular classes and special events.**
- **The position will have a focus on building a pre-school program that provides the kids with age appropriate worship and activities and equips parents to reinforce the content at home.**
- **Collaborate with Director to Provide leadership for all children's programming ages birth through fifth grade.**
- **Sunday morning on-site leadership. Available to assist the volunteer team with any issues and to meet, and build relationships with the children and parents.**
- **Ensure compliance with the *Child and Student Protection Policy* as it pertains to all aspects of children's ministry within the church.**

Qualifications

1. Ability to collaborate and work in a team of committed, passionate and creative staff and team members.
2. Ability to embrace a discipleship-centered strategy of mission.
3. Ability to build, lead and equip teams for ministry.
4. Excellent relational, organizational and communication skills.
5. High level of emotional health, evident in personal interactions.
6. Desire to lead children as they build a personal relationship with the Lord.