

Jobs at Dallas Bible

OUR VISION AND MISSION

Dallas Bible is a missional family that exists to love ALL and help ALL follow Jesus. We're a community marked by GRACE. It's why we're committed to leaving the confines of comfort to love a world that's grown skeptical of religion but still longs for the grace of Jesus Christ. That love is modeled by Jesus; so we strive to love with truth and grace, side by side, always.

We believe God has placed us in a vibrant community of flourishing neighborhoods on purpose, and that purpose is simple: to love all and help all follow Jesus. The invitation to "follow Jesus" is a comprehensive call that includes our worship, identity, purpose, values and thoughts; so in all we do, our hope is for Jesus to ascend and ALL to gladly follow.

This means we go beyond ourselves every day, prayerfully dependent upon Him for everything. It means we make room for ALL people while intentionally investing in a selfless, loving family that all are welcome into. It means we speak truth while giving grace. It means we love one another, go to our neighbors, pray for our co-workers, and follow Jesus in everything; all for the joy of the city and glory of God. We believe that's our calling.

OUR COMMUNITY

Dallas Bible is a vibrant, inter-generational family of believers that loves our community and longs to see Jesus at its center. We're surrounded by flourishing neighborhoods, the best public schools in DFW, a stable economy, and an influx of young families with young kids moving into the area. We love our community and want to be a blessing!

Job Description: Elementary Minister

Team: Family Ministry: reports to Executive Pastor

Status: Full-Time, Salaried, Benefits (flex schedule and part-time opportunity available for interested candidates)

Job Description

The Elementary Minister invests in the next generation by nurturing and discipling elementary children (Kindergarten-5th grade) in a safe, effective ministry. Focus on showing God's love, teaching His Word, and providing opportunities for children to grow in their relationship with Jesus. Our goal for a child who goes through the entire elementary program is for them to connect with God and the local church; while exploring the Bible and faith. This is accomplished through a balanced ministry of Worship, Grow, Serve, and Go rhythms utilizing small group, large group, events and programming within the ministry calendar.

Qualifications & Abilities

- A growing and influential relationship with Jesus.
- Commitment to the beliefs, mission, and vision of Dallas Bible Church and ability to paint a compelling picture that motivates others to action.
- Self-starter, organized, results-focused, infectious joy, team-player, and planner who can keep the organization moving forward.
- Experience leading and developing a ministry program for elementary ages. Experience with the Orange philosophy and curriculum is preferred.
- A proven track record of recruiting and developing leaders.
- Strong teaching and communication skills (verbal, writing, interpersonal).
- Known for an ability to recruit and develop volunteer teams.
- A developer of confidence and trust of others through honesty, integrity, and authenticity.
- Experience with business systems and workplace operations
- Good project-management: planning, budgeting, presentation, communication, follow-through.

Primary Responsibilities & Tasks

Ministry Oversight: 40% of time

Cast a forward thinking vision for Elementary Ministry that includes small group, large group, events and programs; always looking for ways to engage an unbelieving community, present the Gospel, equip lives, encourage parents, and develop an understanding, participation, and love for the local church.

Leadership: Don't minister alone—enlist and train ministry volunteers and a Leadership Team to execute the vision. Ensure the entire team stays current on issues, our procedures and resources to respond, and communication channels. Work alongside the Family Ministry team for development, ministry support, and volunteer recruitment and development. Ensure DBC policies for volunteers and child protection are understood and followed. Communicate regularly with those below and above your leadership on ministry programming and issues.

Administration: prepare an annual ministry plan, budget, and calendar. Work alongside the Pastoral team for cross-ministry training and support. Attend weekly meetings.

Curriculum Deployment: in small group and large group gatherings, present God's Word through an age appropriate, dynamic, and strategic teaching rotation. Utilizing a combination of Orange, in-house, and some supplemental materials. Develop and utilize an intentional family plan for engaging parents to grow and minister within their homes.

Content: contribute to the wider community through publication, teaching, or resourcing materials relevant to children's ministry. Create content for digital ministry platforms (trainings, lessons, materials, resources). Prepare communication pieces and resources for parents and volunteers.

Service Planning: work alongside Family Ministry and Digital Ministry Teams to develop weekly service plans for on-campus and digital services.

Volunteer Development: 30% of time

Through shepherding and care develop volunteers who can apply Scripture and teaching practices within small group, large group, and event settings. Help volunteers understand the importance of how they serve the body and how they can improve upon and provide an excellence factor for the church and our community. Create teams and leadership bench across all ministry elements. Encourage volunteer participation and next steps in their faith and leadership journey. On-board and follow-up with new volunteers through a unified process. Organize training sessions for volunteer personnel.

Family Engagement: 20% of time

Come alongside, connect, and minister to parents of elementary children. Inform, educate, and help them parent through relevant issues. Pointing both the child and parents to Jesus Christ as their spiritual leader. Communicate regularly the ministry approach, Scripture insights, culture and upcoming events. Be available to children to discuss relevant issues they face and counsel them accordingly. Work with the Family Ministry team to provide seasonal Family Workshops.

Spiritual Growth: 10% time above and beyond personal growth allocated to your relationship with God.

Grow in your relationship with God. Model a vibrant, relevant, authentic experienced walk with the Lord that appeals to youth. Spend time in prayer for the youth, the ministry, and DBC as a whole. Spend time in God's Word separate from lesson prep and school work.

Goals & Expectations

- Sunday mornings should be the most anticipated time of the week for children. Ministry should be high energy, fun, efficiently organized, and intentional toward fostering spiritual maturity.
- Contribute to the assessment, expansion, and excellence of the family ministry at Dallas Bible. Elementary ministry should be a continuation of what takes place in preschool ministry and a forerunner to what will take place in youth ministry.
- Assist in prioritizing a strong online children's ministry that engages families in their home for discipleship and growth.
- Utilize a digital on-boarding system for volunteer recruitment, training, and curriculum deployment.
- Incorporate liturgical and sacramental elements into monthly worship
- Strengthen supplemental parent worship aids, with regular access to online resources and shared partnerships.
- Establish a culture that fosters Spiritual disciplines in children.