

Job Description: Kids Minister

Team: Family Ministry: reports to Executive Pastor

Status: Full-Time, Salaried, Benefits, Hybrid Scheduling Available

Job Description

The Kids 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 programing 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.
- Multi-year church experience leading and developing a ministry program for elementary ages.
- Strong communication skills (verbal, writing, interpersonal).
- A proven track record of recruiting and developing leaders.
- Known for an ability to develop and organize 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 Kids 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 programing 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 structured curriculum and some supplemental materials. 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.

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. Regularly communicate 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 schoolwork.

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 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.
- Work alongside our community partners to establish resources and responses for our broader community.
- Strengthen supplemental parent workshops, pre-teen ministry, and sensory friendly programing.
- Establish a culture that fosters Spiritual disciplines in children.