

F.B.C. ~ Cobourg

1. **Title: Summer Children’s Ministry Director**

2. **Position Summary**

The Summer Children’s Ministry Director is responsible to provide vision and leadership to their areas of responsibility. The individual will be responsible to the Board and Ministry Staff for Summer Children’s Ministry planning and accountability. The individual will serve with the Pastor of Children and Outreach and Children’s Director who will assist them in ministry. The primary focus of the job is administration and planning to ensure details are in place prior to the start of our new Pastor of Children and Outreach. This job will begin on May 27 and end on August 16.

3. **Qualifications**

- **Spiritual:**

First and foremost, the individual will be a person with a heart for God, and will be a spiritually regenerate, baptized Christian who desires above all else to be a person of God and to extend his/her heart for God to the children of our church and community. The individual must be in agreement with the doctrinal statement of Fellowship Baptist Church, and have demonstrated an ongoing, close walk with God.

- **Education:**

Education in children’s ministry is an asset, but not a requirement.

- **Experience:**

The individual will have proven experience through ministry to children so that he/she and others recognize his/her giftedness for children’s ministry. This job will be available to those 18 to 30 years of age.

- **Vulnerable Sector Police Screening**

4. **Duties and Responsibilities:**

- **Summer Sunday School**

- Will work with the current Children’s Director and future Pastor of Children and Outreach to plan and lead Children’s Sunday School
- Will work within the current curriculum, The Gospel Project, to teach Sunday School
- Will help recruit new volunteers to lead Children’s Sunday School for the summer

- **Vacation Bible School**

- Will work with the Pastor of Children and Outreach to plan and lead two one-week VBS programs, one in Cobourg and one in Port Hope
- Will recruit and train volunteers, both adult and youth, to help lead
- Will organize a team to help set up and decorate
- Will work to promote this ministry through the rest of the church, encouraging the congregation to pray for it

- **Day Camp**

- Will work with the Pastor of Children and Outreach and leaders to plan and lead a day camp which will reach out to the families of our community
- Will recruit and train volunteers, both adult and youth, to lead at the day camp(s)
- Will work to promote this ministry through the rest of the church, encouraging the congregation to pray for it

5. **Working Relationships**

- **Accountability:**
 - On a daily basis the Summer Children’s Ministry Director will be responsible to the Pastor of Children and Outreach, but ultimately the individual will be responsible to the Board and Lead Pastor for planning and accountability in his/her areas of responsibility.
- **Hours of Work:**
 - The Summer Children’s Ministry Director will work 10 hours per week from May 27 – June 28 and 35 hours per week from July 1 – August 16.
 - Time off will be determined in conjunction with the Ministry Staff and Board.