

RAINIER AVENUE CHURCH

Encouraging everyone in the Rainier Valley and
beyond to find wholeness in Jesus Christ
Fostering intimacy with God
Building authentic community
Working together for compassion and justice

Position Description: **Children's Pastor or Children Ministry Director**

A. Purpose:

This person will be an energizing champion for the presence and growth of children in the body of Christ at RAC and will build strategic relationships with local schools and organizations in our community to encourage the flourishing of children in our neighborhood. The Children's Pastor/Director will oversee ministry to children from birth through 5th grade, facilitating an environment that nurtures faith in children at all developmental stages and their families of all backgrounds. They will be a relational presence who speaks truth in love and helps children and families thrive. This staff member will empower parents and volunteers to disciple children and will cultivate contagious enthusiasm for reaching children in order that they will grow in a faith that equips them to know Jesus for a lifetime. *This role is open both to individuals who have a discerned calling towards pastoral ministry (Children's Pastor) as well as to those who do not (Children's Ministry Director).*

B. Qualifications:

- Christian maturity and a continued nurturing of a personal relationship with Jesus.
- Discerned calling towards children's ministry and a love for the local church.
- Experience working cross-culturally, as well as a full commitment to diversity, equity, inclusion and racial reconciliation as biblical values.
- Experience in children's or youth ministry or in a comparable educational setting is preferred.
- Passion for, and demonstrated experience in, reaching out to local neighborhoods.
- Experience in teaching children or youth about justice and reconciliation
- Demonstrated history of working well with others in a team environment.
- Demonstrated familiarity with online communication and an ability to make significant virtual connections with children and families.*
- Proven organizational skills, ability to manage people, take initiative to implement an established vision.
- Emotionally and spiritually attuned to empathize with needs of children and families.
- Understanding of Wesleyan theology and willingness to engage in Free Methodist life (ordination in Free Methodist Church preferred if applying for Children's Pastor role, or commitment to pursue ordination within two years of start date).
- Bachelor's Degree or commensurate experience required, graduate degree in Theology or Pastoral Work, children's ministry or other related fields desired.

C. Responsibilities:

Pastoral (Children's Ministry)

- Lead Nursery, Preschool and Elementary (K-5th) ministries, provide administrative support and manage volunteer teams Sunday mornings.
- Create and/or select curricula that teach children the basics of Christian faith in keeping with RAC's understanding of our biblical calling and commitment to justice and reconciliation; collaborate with parents, staff and other ministries/partners on curriculum selection/development.
- Provide leadership to all Children's Ministry volunteers, including: recruiting, training, scheduling, equipping and evaluating volunteers.
- Foster intergenerational relationships and worship experiences for children through occasional special participation in elements of the adult service, volunteer recruitment, and other creative strategies.
- Partner with the Family Life Pastor to equip parents as primary disciplers of their children, providing parents regular opportunities to receive training and instruction at RAC.
- Create, organize and oversee regularly scheduled virtual ministry opportunities for students, parents and ministry volunteers to check in and to connect with one another.*

Outreach Ministry

- Develop vision for outreach consistent with RAC's values in partnership with Family Pastor
- Collaborate with lay leaders and parents to create outreach to children and families in our neighborhood (could be through seasonal events, partnership with schools, etc) that mobilizes our church to serve our community consistent with our church's values.
- Work collaboratively with the Justice & Spirituality Ministries Director on outreach ministry initiatives as appropriate.

Other Responsibilities

- Participate as a staff person of Rainier Avenue including weekly online prayer and planning meetings and all-staff events throughout the year.*
- Plan, propose and oversee annual budgets and operational functioning of Children's ministries.
- Ensure regular distribution of children's curriculum to volunteers and to families.
- Coordinate all volunteer scheduling, train volunteers in best practices and Abuse Prevention Policy compliance.
- Record, track and update all necessary information (attendance, demographic data, etc.) in Church Community Builder, the church's database.
- Maintain supply room, supplies and snacks in children's ministry rooms.
- Ensure that Children's rooms and spaces are prepared for all Children's ministry programming and/or events and respect building/ room use policies.
- For ordained pastors, other responsibilities will include providing pastoral care for congregation members, preaching 1-2 times per year, etc, as needed.

D. Organizational Relationships:

- Reports directly to Family Life Pastor and exercises the ministry under their oversight and counsel.
- Work collaboratively with Family Life Pastor and other staff members on various Family ministry opportunities.
- Maintain a working relationship with other staff and collaborate on all church events as needed.
- Cultivate healthy and supportive relationships with children's ministry volunteers and with members of RAC congregation.

E. Requirements

- Must pass a background check.
- Knowledge or willingness to develop a competency in Microsoft Excel, Word, Google apps, Community Church Builder, Planning Center and use of email needed for coordinating projects and budgets.
- Participate in online livestream worship and other online engagement efforts*
- Regular attendance at Sunday worship (in children's ministry) and active participation in the life of the church is assumed.
- Must work Sunday mornings 8am-1pm (church services), every Wednesday for staff meetings 10:00 am to noon, evenings and weekends as needed for church events.
- Any use of a personal vehicle in the fulfillment of ministry responsibilities must be done in compliance with the reimbursement guidelines as outlined in the Rainier Avenue Church Employee Handbook.

F. Specifics:

- This is a full-time, exempt position.
- Salary commensurate with experience.
- Benefits include health insurance, generous sick, vacation time and pension if ordained in the Free Methodist Church. Further details provided during the interview process.
- Employment with Rainier Avenue Church is at will unless otherwise stated in a written agreement signed by the lead pastor or board chair. This means that either the church or the employee can terminate the employment at any time and for any reason, with or without notice.

***Due to Covid-19, virtual aspects of this job description are unique to the circumstances of conducting local church ministry during the pandemic and will be reevaluated as public health guidance changes.**

To submit a resume or for more information, please contact us at info@rainieravenuechurch.org. You can also find out more on our website, www.rainieravenuechurch.org.