

Columbus Chinese Christian Church (CCCC)

4141 Maize Road, Columbus, OH 43224

Category: Children's Ministry

Denomination: Not Applicable

Church size: 550-600

Job Type: Full-Time

Job Description:

Job title: Children's Ministry Director (CMD)

POSITION OVERVIEW

Columbus Chinese Christian Church (CCCC) is an established, growing and vibrant church that loves Jesus and the community around it. CCCC is a multigenerational and multicultural congregation with 550+ in attendance. The church has well maintained facilities. CCCC Children's Ministry has a group of dedicated volunteers serving 150+ children (ages 0-6th grade).

We are seeking a director who has a passion for helping children establish and grow their faith in Jesus Christ by effectively leading our ministries. The director will be responsible for providing visions for the ministry, motivating and training volunteers, and executing the ministry plans.

The successful candidate must demonstrate a strong Christian faith, a deep understanding of the biblical truths and commitment to serving Jesus Christ. The candidate should have a Bachelor's Degree in Children's Ministry or Education, a minimum of 2 years of experience in leading children's ministries.

For additional information about our church and Children's Ministry, please visit our website at:

www.ColumbusCCC.org

QUALIFICATIONS

1. Committed personal relationship with Jesus Christ and an active member of an evangelical church.
2. In agreement with Columbus Chinese Christian Church's vision, purpose, core values and statement of faith.
3. Called to Children's Ministry with a passion and desire to teach and mentor children with their spiritual growth.
4. College graduate, with a Bachelor's Degree or higher in Children's Ministry, Education, or a related field.
5. Two or more years of experience serving in Children's Ministry with a leadership role.
6. Strong interpersonal skills to communicate with children and adults from different cultural and social backgrounds.
7. Ability to recruit, motivate, lead and support volunteer ministry coworkers.
8. Self-starter who is creative and resourceful in executing ministry plans.
9. Good administrative skills.
10. Fluent in English; bilingual in Chinese is a bonus.

RESPONSIBILITIES

The Children's Ministry Director is responsible in leading ministries, serving children aged from nursery to 6th grade, and directly report to the Senior Pastor who will provide general oversight and supervision. Responsibilities will include:

1. Supervise activities and classes of Children's Ministries that include: Sunday school classes and worship service, Friday night program, summer programs and special events.
2. Recruit, train, and lead Children's Ministry volunteer coworkers.
3. Plan and lead regular coworkers meeting(s).
4. Provide prayer item(s) to church bulletin, and lead prayer meeting(s) focused on Children's Ministry
5. Provide spiritual mentorship to children in collaboration with their parents.
6. Create annual budget for Children's Ministry.
7. Set short and long-term goals of the Ministry, assess immediate and future needs for the Ministry and plan accordingly.

COMPENSATION

Negotiable, commensurate with education and experience.

TO APPLY

Submit resume and cover letter by mail to: 4141 Maize Road, Columbus, OH 43224, Attn: CMD Search Committee. Email to: 4C.CMD.Search@gmail.com, Attn: Deacon John Zhang.

Job Descriptions of CCCC CM Director

Strategic Planning

- Embrace the mission, bylaws, and statement of faith of CCCC; make sure Children's Ministry adhere to the mission, bylaws and statement of faith as well.
- Develop ministry plan to satisfy growing needs of CM
 - Evaluate current and potential ministry needs and seek ways to address them
 - Creatively plan for the future of ministry
- Support new ministry need and seek ministry growth
- Communicate openly with pastoral staff about current status, needs and future plans of CM

Discipleship

- Passion for CM and the spiritual growth of children and their parents.
 - Develop a team committed to disciple children and their parents
 - Provide spiritual guidance to CM coworkers
 - Develop ministry skills to be a more effective leader
- Recruit and train new coworkers; retain/retrain current coworkers
- Ability to work with church members and disciple volunteers from different cultural background.
- Work under the supervision of senior pastor and closely with pastoral staff, to develop cohesive children ministry.
 - Attend weekly staff meetings
- Partner closely with CM deacon
 - Provide vision for ministry development
 - Develop long term and mid-term execution plan
 - Identify and develop core team

Operational Excellence

- Provide pastoral level coordination with other pastors and congregation leaders (such as youth pastor and Mandarin Congregation Ministry Committee family ministry leader)
- Work with CM Deacon to
 - create annual CM budget
 - call for core group meeting
 - identify new coworkers to recruit
 - develop coworker training plan
- Supervise CM operation activities, and establish operation guidelines
 - Coworker requirement
 - Classroom discipline
 - Safety measures
- Call for core group and coworker meetings