

| <b>FORT COLLINS FIRST UNITED METHODIST CHURCH</b><br>1005 Stover Street, Fort Collins, Colorado   |   |
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| <b>JOB TITLE:</b><br>Director of Children and Family Ministries   | <b>SUPERVISOR:</b><br>Executive Pastor  |
| <b>Impact to Budget:</b> \$   | <b>SUPERVISES:</b><br>Nursery Coordinator, Kid's Closet Coordinator                               |
| <b>COMPENSATION</b><br>Salary: commensurate with experience   | <b>Work Schedule / Hours</b><br>32 hours per week; Sundays, Tuesdays, and Wednesdays are required |
| <b>Job Description</b><br><b>Prime responsibilities:</b> <ul style="list-style-type: none"> <li>• Develops and grows the children's ministries to fulfill the vision and mission of the church.</li> <li>• Executes a comprehensive and vibrant children and family ministry program including: Sunday School, First Kid's Club (first Sunday children's worship service), Vacation Bible School, Wednesday Night Children's Program, other events and activities that involve families and intergenerational programs.</li> <li>• Coordinates discipleship ministries for children and families in all aspects of congregational life.               <ul style="list-style-type: none"> <li>➤ Continue and develop the efforts under A Time for Children</li> <li>➤ Works with Children and Family Council to organize children's activities in the church and in the community.</li> <li>➤ Oversees the involvement of children in worship services</li> </ul> </li> <li>• Equips laity for ministry with children and families.               <ul style="list-style-type: none"> <li>➤ Recruits, equips, and sustains Sunday school and midweek children's program teachers and shepherds</li> <li>➤ Recruits, equips, and sustains other children ministries volunteers.</li> </ul> </li> <li>• Leads with enthusiasm the Children's Time at the Sunday Worship Services.</li> <li>• Involves children and families in all aspects of congregational life.</li> <li>• Designs children and family ministries to complement youth and adult faith formation.</li> <li>• Serves on the Children and Family Council and the Church Council.</li> </ul> <b>Other responsibilities:</b> <ul style="list-style-type: none"> <li>• Establishes and enforces Safe Sanctuary policies.</li> <li>• Oversees the acolyte team.</li> <li>• Other duties as assigned.</li> </ul> |   |
| <b>Education &amp; Experience:</b> <ul style="list-style-type: none"> <li>• College graduate preferred.</li> <li>• Extensive experience in children's ministry.</li> <li>• 3-5 years in children and family ministries in large or medium size churches.</li> </ul>   |   |
| <b>Qualifications:</b> <ul style="list-style-type: none"> <li>• Understands and is committed to United Methodist theology and polity.</li> <li>• Loves children and is passionate about the ministry.</li> <li>• Demonstrates enthusiasm and energy when working with children and their families.</li> <li>• Relational person who enjoys building relationships with others.</li> <li>• Open to coaching and learning.</li> </ul>   |   |
| <b>SPR Approved, October 17, 2017</b>   |   |