

## **Job Description – Children’s Ministry Director**

### **Job Purpose**

St George’s Church is a growing, multicultural, Christ-centred body of believers, giving glory to God within the Anglican Diocese of Singapore.

Our Mission is to a) present every person complete in Christ; b) to glorify Christ by living and proclaiming His gospel in Singapore and beyond and loving and caring for all in His name.

Our Vision is to;

DECLARE – proclaim and promote the gospel in Singapore and beyond;

PREPARE – equip one another for mission and ministry; and

CARE – reach out in love for one another and for our community, in the Name of Christ.

The Children’s Ministry Director is a full time paid position working under the supervision of the Vicar and the Wardens, to fulfil the Mission and Vision of the church particularly with respect to ministries of the church which involve Children, including Sunday School and Tiny Tots.

### **Duties and Responsibilities**

#### Key Tasks

1. Oversight of the Church’s Ministries to Children
2. During the week; oversee the ministry of Tiny Tots to offer faith sharing opportunities as well as support and pastoral care to Mothers (some Fathers) and their children.
3. On Sundays; develop, co-ordinate, resource, support and administer the Sunday School ministries to the 8 am and 10:15 am congregations.
4. Support the ministry of Toddler Time alongside the Toddler Time Coordinator.
5. Develop the Sunday School ministry to possibly include a Saturday Service with Children’s Ministry.
6. Help support and resource parents in their role of being the main spiritual nurturers of their own children.
7. Work with church staff, volunteers and parents to provide a safe and enjoyable environment for the ministries, including compliance with the Church’s Child Safeguarding Policy.
8. Recruit, resource, train and support a team of volunteers to assist the various ministries.
9. Involvement in weekly Staff meetings, occasional report writing and involvement in some whole church activities including the Parish Monthly Prayer Meeting.
10. Other child and parent(s) focused ministries or tasks as requested by the Vicar.

### **Prerequisites**

The successful applicant must be a committed evangelical Christian, a humble leader, pastorally warm, hardworking, faithful to the gospel and have already been fruitful in a similar role. Essential requirements include:

1. A love of working with Children and developing their faith
2. Biblical and theological skills. Formal theological training is an advantage
3. Experience in leading Children’s Ministry and an ability to lead by example.
4. Proven ability to relate to Children and Parents
5. Proven ability to share the Christian faith
6. High competency in raising up and training leaders
7. Proficiency in English is a must
8. Competent in administration

**Working Conditions**

Full Time Contract Position, renewable upon satisfactory performance.

Salary depends on experience. This role involves Sunday work as well as during the mornings of Monday – Thursday and Tuesday early afternoons and possibly some Saturday afternoons.

27<sup>th</sup> April 2021