

Poplar Ridge Christian Church

Position: *Children's Minister* (Birth-5th Grade)

Status: Full Time

Poplar Ridge Christian Church (PRCC), located at 206 Poplar Ridge Church Road, Piney Flats, TN 37686, is free from all denomination organizations and creeds. We seek to honor Christ as Head and Lord over the Church, as established in the New Testament.

We plead for unity of believers in Christ, not by compromise or organizational union of man-made sects, but by a return to the Bible as God's inspired Word.

We accept the Bible as sole authority and sufficient guide for our faith and practice. On matters of opinion, where God has not spoken, we desire to allow the liberty of opinion in christian love and fellowship.

Vision, Mission, Values of PRCC

Poplar Ridge Christian church exists to "Love God, Love People." Our vision is to be "A Place to Call Home."

We have a set of four core values:

1. Worship: Surrendering to God by showing worth through our Time, Treasure, Talent and Testimony.
2. Training: Preparing Hearts and Minds through Apprenticing, Educating and Equipping.
3. Prayer: Seeking God's Will Through an Intimate Relationship
4. Sharing: Expressing God's Love in a Way that is Seen and Heard

The Role of the Children's Minister

Poplar Ridge is a multigenerational church that seeks to honor God above all things. We are passionate about mobilizing others to discover and grow in their gifts and relationship to God. The Children's Minister serves the congregation at PRCC by ensuring we accomplish our vision and mission with children (birth-5th grade) and their families.

The Children's Minister:

- Is accountable to the Lead Minister and elders.
- Is responsible for helping PRCC maintain a ministry presence in our local schools through things like lunch visits, classroom help, special community gatherings, and other such opportunities.
- Participates in weekly "All-Staff Meetings" as well as other meetings deemed necessary by the Senior Minister and elders.
- Works as a team member.
- Proactively engages with families.
- Is responsible for recruiting, training, and leading our children's ministry volunteers and teams.
- Suggests teaching material for the elders approval.
- Cheers on the next generation.
- Works with the Youth Minister to help parents, children, and students transition well during grade and programming changes.
- Is a representative of Christ and PRCC to the community.

Primary Responsibilities

1. Communicate required information to parents and children.
2. Lead children's ministry volunteer teams.
3. Conduct weekly meetings, groups, and classes for children and sees that volunteers are available for such gatherings.
4. Plan outings that foster community with current children, as well as provide opportunities for new connections.
5. Personal preparation for teaching, trips, and leadership development.
6. Help provide pastoral care to families.
7. Creating a culture in which volunteers and church members are given opportunities to love, minister, and train children from birth through fifth grade.
8. Coordinates the Sunday school hour for the age and grade levels within the defined ministry area.
9. Other duties as required by the Senior Minister and Elders.

Candidate Profile

The Children's Minister:

- Loves Jesus, the local church, creativity, and collaboration.
- Has a strong work ethic and an attitude of continual improvement.
- Is both a student and a teacher.
- Loves working with children and families.
- Is a planner and can multitask projects.
- Is proactive in communication.
- Models Christ's love in family and personal relationships.

Education and Experience:

- Ministry degree preferred from a Christian University or College. Absent such a degree, then degrees in the fields of children's education and development.
- Experience in leading teams.
- Experience teaching/training volunteers.
- An awareness of children's ministry and church trends

Approval/Edits

This Job Description was approved on October 7, 2018 by the elders of PRCC.

Employee Signatures

The following Signatures indicate that a meeting was held on _____ to discuss the items listed in the above job description. The signatures represent those in attendance.

Children's Minister

Date

Chairman of the Elders

Date

Lead Minister

Date