**Job Title:** Minister for Children, Youth and Parents.

**Location:** Kirkwood United Church of Christ

**Job Type:** Part-time flexible 15 hours

Sundays, some evenings and weekends

**Position Summary:**

Kirkwood United Church of Christ is seeking an enthusiastic, driven, and nurturing Minister for Children, Youth, and Parents to lead and grow our ministry for children (birth-5th grade), youth (6th-12th grade), and their families. A successful Children and Family Minister will creatively and strategically develop and execute programs that foster Christian faith, fellowship, and service. This role includes recruiting, training, coordinating and recognizing volunteers to assist with programming. The position requires setting clear, measurable objectives that align with the church’s mission to worship, love and serve and its vision to welcome everyone in God’s love by fostering diverse perspectives, lifelong spiritual growth, compassionate care,

and community engagement.

The ideal candidate will have a strong faith, a passion for teaching and guiding children, and organizational and communication skills to nurture children, youth, and parent engagement within the church. The ideal candidate will have strong leadership skills, work independently and collaborate with KUCC congregants and outside churches and/or agencies.

**Key Responsibilities:**

• Design, implement and oversee a comprehensive faith development program for

children and youth providing age-appropriate opportunities for worship, faith formation,

fellowship, and service.

• Organize parent/family-oriented events that foster community and faith-building as a part of the United Church of Christ.

• Serve as the primary point of contact for parents/families – providing guidance, support, and

pastoral care as needed.

• Recruit, train, and support a team of volunteers to assist with children’s ministry

programs, including nursery/child care ensuring that all leaders are equipped with the skills and knowledge to work with children effectively and are covered under a safe sanctuary policy.

• Create a KUCC Safe Sanctuary Policy to provide a safe and welcoming environment for all children, within first 60 days of employment.

• Communicating in collaboration with the KUCC Staff and with children, youth

parents, church members, and the larger community the ministries and events for

children and parents at KUCC.

• Actively seek opportunities to connect with families in the local community, inviting

them to participate in church events and children and youth programs and developing

partnerships with local schools and organizations to support outreach initiatives that

serve children and families.

• Participating in Servant Leadership and Children & Youth Ministry Committee meetings and organization.

• Supervise and support KUCC Youth Minister to ensure youth programming is aligned with strategic direction. Monthly meetings with Youth Minister to evaluate needs and progress.

• The Children, Youth and Parent Minister at KUCC will be supervised and supported by the Senior Pastor and the PPP.

**Time Commitment**

* Time needed to plan and execute above-stated responsibilities (approximately 15 hours weekly)
* Weekly Sunday work, beginning at 3:30 pm, for children’s activities during worship and congregation relationship building, as well as attendance at religious holiday activities involving congregation children

* Monthly meetings with KUCC Servant Leadership Committee and Children/Youth Ministry Team
* Willingness to assist with planning (may involve additional time beyond SLC and Children/Youth Team monthly meetings) as agreed upon with Senior Pastor

* Planning and assisting with quarterly special activities, outings, day trips, and Vacation Bible School, as scheduled

**Qualifications and Preferred Skills:**

• Bachelor’s degree in Christian Education, Early Childhood Education, or a related

field

• Previous experience in children’s ministry or related field, with proven ability to lead

and grow the ministry program

• Strong organization, communication, and leadership skills, with a focus on building

relationships with children and families

• Familiarity with United Church of Christ theology and practices

• Proficiency with digital tools for communication and ministry management (e.g.

social media, newsletters, and planning software.)

• Ability to recruit, train, and collaborate with volunteers.

• Is a team player and self-starter and works well with all levels of staff, vendors,

members, etc.

• Friendly, positive, accepting of all persons, and can maintain confidentiality

**Salary:**

• In the range of commensurate with experience and qualifications

Benefits:

• Paid time off

**How to Apply:**

Provide a cover letter, resume, example of lesson plans and written communication to parents (email/newsletter/social media) and a list of three references.

**Attention to** Rev. Susannah Davis 100 Rogers Street NE Atlanta, GA 30317