



First Presbyterian Church, Dalton, GA

Director of Children and Youth Ministries  
Job Description

Qualifications:

- Experience with Christian Education ministry in some aspect (i.e. volunteered with children's programs or served as a small group leader, etc.);
- Formal theological education encouraged, but not required;
- Passionate about and works well with children;
- Works collaboratively and collegially with others.

Reports to:

- Pastor

Time:

- 15 hrs. per week

Responsibilities:

- Serve as staff liaison to Christian Education Team;
- With the Christian Education Team, utilize passion and initiative while engaging children and youth of the church in Biblical education and spiritual growth through the development and implementation of comprehensive approved curriculum, such as *Godly Play* and *Spark*;
- Facilitate Sunday School lessons while alternating with volunteers as either the lead or supporting teacher in children's classes and youth group;
- Meet regularly with the Pastor;
- Coordinate volunteers for Sunday School, children's church, nursery, and special Christian Education opportunities;
- Oversee nursery, including staffing and resources;
- Be open to coordination with other local churches for youth events (perhaps through a monthly rotation with other small local congregations);
- Recruit childcare for church events;
- Lead, organize, or coordinate with others for programs such as confirmation class, Montreat Youth Conferences, Christmas pageant, and children's choir;
- Maintain Children and Youth Ministries budget, and work closely with Christian Education Team chair and Treasurer for budget planning and the ordering of supplies;
- Other duties as assigned.