

Portland Covenant Church

Job Title	<i>Children's Director</i>
Reports to	<i>Lead Pastor</i>

Purpose

The purpose of this role is to lead, inspire, and equip the congregation of Portland Covenant Church (PCC) in the spiritual formation of children in keeping with the values and mission of PCC.

Primary Duties and responsibilities

1. Formation - Support and supervise volunteers in the spiritual formation of children. Oversee Sunday morning classes, empower leaders, and provide curriculum.
2. Responsibilities - Meet at least monthly with the Lead Pastor to collaborate pastoral and program activities. Recruitment and management of volunteers. Perform other duties as assigned by the Lead Pastor.

Preferred Experience

Candidates will need to demonstrate proficiency in these specific areas:

1. Implementing a strategy and vision for spiritual formation and discipleship of children – We want to see our congregants of all ages thrive in their walk with God.
2. Attracting Leaders and Overseeing Teams – We are a small but growing congregation. In order to continue to grow we need a Children's Director who can oversee volunteers and create a healthy team.
3. Effectively Communicate and Lead various demographics – One of the established values of our church has been diversity, and our congregation is made up of various demographics in the areas of age, race, class, and gender. As a result, we are looking for candidates who have experience in leading diverse congregants and have high cultural competency.

Time Obligation, Flexibility & Availability

The time obligation for this role is an estimated 10 hours per week. A successful candidate understands they will need to be at the church building early on Sunday mornings in order to welcome and empower volunteers. The Children's Director must also be able to provide sufficient time during the week for communication with members, church staff, and volunteers. Weekly preparation is key to this role.