

Position Title

Children's Director (Nursery – 5th Grade), Full-time

Church

First Chinese Baptist Church, Walnut

Report to English Lead Pastor

Collaboration with Family Ministry Pastor

Position Purpose To lead the children ministry to align with and advance the church vision by spiritually guiding children (nursery - 5th grade) to become disciples of Jesus.

FCBC Walnut Vision To glorify God by being a vibrant church of disciple-makers, driven by a passion for God's word, God's family, and God's world, that reproduces vibrant churches locally and globally.

Uniqueness of FCBC Walnut

We believe disciple-making is most effective when the Church and the Home partner together to nurture the faith of students as they know and follow Jesus. Collaboration with the Family Ministry Pastor is vital to accomplish this vision.

This is a two-pronged approach:

- Family-as-Church: We affirm and equip parents as the primary disciple-makers in the home.
- Church-as-Family We affirm and equip the church members (e.g., volunteers, youth counselors, Sunday school teachers, mentors) to walk alongside students to follow Jesus as a spiritual family.

Minimum Qualifications

- Born again and growing disciple of Jesus Christ.
- Meets the character qualifications fit for a member of the pastoral staff.
- Agree with [FCBC Walnut Vision/Values](#) and [Baptist Faith & Message 2000](#)
- Possess a firm understanding of and ability to teach Scripture and theology.
- Possess a clear sense of aspiration towards pastoral ministry.
- Possess a heart and compassion for the next generation.
- Possess a humble, teachable, and collaborative spirit.
- Able to teach God's Word that is clear, true to the text, and relevant towards the audience.
- Able to lead/organize people and plan/implement ministries.

Education and Experience

- Possess a seminary degree, Bible school education, or equivalent.
- 2-3 years of experience working in children ministry setting.

Overview of this Position

A successful Children's Director will be passionate about building the foundations of the Gospel in children, loves to study and teach the Bible, enjoys being with people to build relationships intergenerationally and across congregations with parents and volunteers, able to strategize for the future through envisioning and planning, and values teamwork with core teams and pastoral teams, and understands and affirms the vision and distinctives of FCBCW.

Goals and Responsibilities

I. Pastoral Leadership (1 Peter 5:2)

- Advance and align the children's ministry with the church's disciple-making vision.
- Develop and implement strategies and goals within various children ministries to reach church vision.
- Preach the Word of God in a clear, accurate, and relevant way in Children worship service and Friday night fellowship.
- To shepherd the flock of children in various manners (preach, counsel, encourage, confront, rebuke, reconcile, resolve conflict).
- Be present to support the volunteer team to liaison with parents and Pastoral team.
- Ensure the safety and security of our children during church activities and events by setting and implementing all the appropriate policies and procedures.

II. Leadership Development – equip the saints for the work of ministry (Ephesians 4:12)

- Recruit, train and develop volunteers to staff all the children's ministries (teachers, helpers, Core Teams, etc.)
- Lead the 120+ volunteers through vision casting, encouragement, personal care, and prayer.
- Communicate clearly and consistently the vision of the church and the purposes of children's ministries to volunteers.

III. Making Disciples in the Local Church (Matthew 28:19-20)

Friday night fellowship "Awana" (Nursery -6th grade) – During the school year from September through May, every Friday at 7:15 PM except the last Friday of the month.

- Oversee Friday Awana ministry teams, be consistent in communication, equip them for the work of the ministry.
- Lead children to follow Jesus.
- Lead and equip the Core Team for the work of the ministry.



- Plan the Large Group time and be the primary speaker.

Sunday School (1st – 5th grade) – Every Sunday at 9:00 AM – 10:20 AM

- Oversee the direction of Children Sunday school to teach sound doctrine for life transformation.
- Provide theologically sound curriculum that will lay a solid foundation of the faith.
- Recruit and equip Sunday School teachers in teaching, classroom management, discipline, etc.

Children's Worship (1st-5th grade) – Every Sunday at 10:20 AM – 12:05PM

- Oversee the direction of Children's Worship to create a space where students can worship God with their peers and hear sermons that speak to their age-specific struggles & needs.
- Provide the theme and theologically sound curriculum for preaching.
- Preach in Children's Worship. Other preachers/volunteers may join preaching rotation.

Preschool Ministry (age 2-Kindergarten) – Every Sunday, 2 sessions from 9:00 AM – 10:20 AM and 10:20 AM – 12:05 PM

- Oversee the direction of the Preschool Ministry to teach sound doctrine for life transformation.
- Provide theologically sound curriculum that will lay a solid foundation of the faith.
- Oversee the Preschool Core Team, be consistent in communication, and equip them for the work of the ministry.

Nursery Ministry (infant-age 2) – Every Sunday, 2 sessions from 9:00 AM – 10:20 AM and 10:20 AM – 12:05 PM

- Oversee the direction of the Nursery Ministry to nurture children in a loving and safe environment.
- Oversee the Nursery Leads, be consistent in communication, equip them for the work of the ministry.

Special Events

- Lead a team in the planning of Vacation Bible School.
- Plan outreaches such as seasonal events, interest classes ie Art, and other occasional events.

Homeschool Network

- Support the Core Team to develop the homeschool network.

IV. Making Disciples Locally and Globally (Matthew 28:19-20)

- Teach the importance of evangelism within families, schools, and to the community.
- Support the Good News Club team and work with CEF to open more GNC in our surrounding schools.
- Invite visiting missionaries and Short Term Mission Teams to share with the children.
- Organize the children to participate in Mission Fair, as appropriate.



V. **Collaboration with Churchwide Personnel and Protocols (1 Corinthians 9:19)**

- Collaborate with Youth Pastor to facilitate transition to youth.
- Collaborate with the Family Ministry Pastor to equip parents to be primary disciple-makers in the home and build intergenerational relationships at church.
- Collaborate with church staff and volunteers to help children participate meaningfully in the overall life of the church, rather than being siloed into separate children-specific activities.
- Ensure the safety and security of our children during church activities and events by implementing appropriate policies and procedures (e.g. AB506 compliance).
- Act as a liaison between the children and the church about various needs.

VI. **Administration**

- Meet regularly with the various children ministry teams to facilitate vision-casting, planning, communication, fellowship, and encouragement.
- Manage annual children's budget with wisdom and integrity. Process reimbursements.
- Maintain the supply of materials ie craft materials, Bibles
- Submit an annual report to summarize objectives, goals, outcomes, and future plans.
- Communicate and coordinate with the Office for administrative help.

General Responsibilities

- Attend weekly Staff Meetings
- Attend weekly Prayer Meetings
- Attend bi-weekly Family Ministry Meetings
- Attend monthly coaching sessions with the Senior Pastor
- Attend bi-monthly Pastors/Deacons meetings
- Attend Officers & Business Meetings
- Maintain regular office hours

Salary range: Commensurate with education/experience

Denomination: Southern Baptist Convention