



(Posting) Emmanuel Youth & Children's Director

JOB SUMMARY

The primary purpose of the Emmanuel Youth and Children's Director is to create and maintain a church environment that introduces young people to Christ; provides spiritual growth; and trains them to serve Christ with their life, so that they become committed followers of Jesus Christ. This Position is part-time (16 to 24 hours a week).

MINIMUM QUALIFICATIONS REQUIRED

- A minimum of 5 years of Christian experience and evidence of a maturing relationship with Christ.
- Passion for serving God through Children and Youth ministry leadership.
- A Bachelor's degree with focus on Theology or Christian Education preferred; and must have demonstrated work experience developing and implementing youth and children's programs that reflect the needs of current culture.
- Must demonstrate a genuine love and good rapport with children and youth.
- Must be able to teach, train, and organize youth and children workers.
- Must be able to exercise initiative and judgment as an independent worker.
- Must possess strong organizational, leadership and administrative skills and be able to build and lead volunteer teams.
- Develop and maintain a strategy for reaching and assimilating children.
- Computer skills (Microsoft Office or Apple) for communicating and reporting, etc.

DUTIES AND RESPONSIBILITIES

The responsibilities of the Youth and Children's Director are highly relational and interactive with children and parents and include, but is not limited to the following:

Program Oversight

- Lead the Children and Youth Ministry by creating, implementing and maintaining ministry for children and youth that involves worship, Bible study and discipleship.
- Lead in the development and management of the youth and children's ministry budget and ministry calendar of all events and activities.
- Develop and maintain safety and security systems for children and youth on Emmanuel premises and on Emmanuel sponsored activities.

Leadership/Training

- Provide formal and informal leadership training for support team.
- Provide formal and informal forums for frequent communication, encouragement and evaluation of the support team.
- Evaluate and make recommendations concerning materials and methods used.

Administrative

- Assure monthly interaction with Senior Pastor and/or Assistant Pastor for mutual accountability.
- Establish and maintain a philosophy of goal setting for youth and children's ministry

Qualified candidates should submit resumes to Human Resources:

Emmanuel Baptist Church
467 North White Road
San Jose, CA 95127