



Children's Director

Job Description

Position Function:

The Children's Director ministers to the spiritual, social, physical, and emotional needs of kindergarten - 6th grade low-income children in the Quad Cities through building and maintaining authentic relationships, evangelism, and holistic ministry. Help bring youth HOPE!

Primary Functions:

- Provide leadership, example, and lifestyle of Jesus Christ.
- Build authentic relationships; actively pursue low-income children for Christ.
- Engage the community (churches, schools, local businesses, and local civic activities) as a YouthHope staff and ambassador.
- Be available and present to children and families.
- Minister to and regularly share the Gospel message with kids.
- Report to the Youth Center's Director.

Position Duties:

- Plan, prepare, implement, and evaluate programs for children. Make them relevant to their age and creative to enhance their learning.
- Develop a continued vision for the expansion of community outreach.
- Develop and work with other staff in leadership, enrichment, and creative arts programs to challenge children in life development.
- Oversee and continue program, planning, and camp partnership.
- Assist with summer camp planning, programming, and registration as needed.
- Certify on camp tasks to include archery, zip line, and the challenge course.
- Serve at least one week as a counselor every summer
- Schedule special events, trips, and retreats at Camp Summit.
- Communicate with children and their families to discuss spiritual and emotional needs, and assist them in seeking additional professional help if needed.
- Develop summer programming for children at the center and in the community.
- Work in partnership with other staff on joint programming, training, and outreach.
- Recruit, train, and retain volunteers by utilizing resources, recommendations, and experience.
- Help with training new staff and volunteers.
- Track and submit reports for grants, attendance, progress, and results.
- Work with churches, schools, and organizations in the community to create partnership programs.
- Help oversee Youth Center needs.
- Keep the center and vehicles clean and presentable.
- Hold, attend, and participate in regular staff meetings with the Youth Center's Director and Executive Director.
- Represent YouthHope for volunteer days, banquets, community, and special events.
- Perform duties assigned by the Youth Center's Director.

Position Requirements:

- Committed Christian; called into urban ministry by God.
- Bachelor's Degree desired.
- Prior experience with children's ministry; energetic, flexible, encouraging, and creative.
- Ability to drive commercial vehicles and transport youth. (Must be at least 21 years old.)
- Must obtain a bus license within one year of eligibility.
- Willing to work 40 hours a week.
- Work one Friday or one Saturday a month.
- Member of or regularly attend a local Christian church within 10 miles of a YouthHope youth center.
- Participate in raising support for self and the ministry.
- At least a two-year commitment.