

North Park Community Church

Family Ministry Director

Job Description

Position Summary	
<p><i>This 20 hour a week role is to oversee and implement the Family Ministries (including kids and youth) at North Park Community Church Stratford (NPCC) under the direction and leadership of the Stratford Lead Pastor. This will require a firm grasp of the beliefs, values and strategy of NPCC and the ability to engage with children and volunteers to execute effective ministry programs and objectives. This individual will need good communication, administrative, collaborative leadership, and event planning skills.</i></p>	
Ministry Responsibilities	
YOUTH MINISTRY 40%	<ul style="list-style-type: none"> • Intentionally cares for the youth within the church family, while creating spiritual growth opportunities for them. • Recruits, empowers, and invests in volunteers who will implement the vision and mission of the ministry. • The director will be the consistent leader in the youth ministry area on Friday evenings, while connecting the youth ministry to the church family and surrounding neighbourhood. • You will choose the curriculum and create physical spaces for youth to experience belonging and the love of God. This includes ordering and stocking supplies as needed.
KIDS MINISTRY 40%	<ul style="list-style-type: none"> • Intentionally cares for the families within the church family • Recruits, empowers, and invests in volunteers who will implement the vision and mission of the ministry. • The director will be the consistent leader in this ministry area on Sunday mornings, while creating engaging programming that both develops leaders and attracts the attention and interest of children. • You will choose the curriculum and create physical spaces for kids to learn in, including ordering and stocking supplies as needed.
MINISTRY ADMINISTRATION 10%	<ul style="list-style-type: none"> • Assist with organizing, implementing and being present at special events and services connected to kids or youth ministry throughout the year. • Maintaining accurate student and volunteer attendance records and databases. • Managing and organizing classrooms and resources. • Connecting and communicating clearly with volunteers, parents and caregivers on a regular basis in order to create a growing sense of engagement and belonging. • Following up with North Park families and especially new families attending North Park through email, phone calls and mailings wherever appropriate. • Scheduling, supporting, training and equipping a team of volunteers who meet the various needs of the Sunday Morning Kids' Church Ministry. This includes team development practices, resolving

	<p>issues that arise, listening to, caring about and praying for volunteers on a regular basis.</p> <ul style="list-style-type: none"> • Ensuring that all volunteers working with children comply with all the requirements of our Child and Youth Protection Policy, including police checks and ministry best practices.
MINISTRY & PERSONAL DEVELOPMENT 10%	<ul style="list-style-type: none"> • Meets regularly with the Lead Pastor for spiritual direction & support • Spends regular time weekly in prayer, scripture reading, silence, solitude, or meditation with God.
INNER & OUTER SPIRITUAL LIFE	
<ul style="list-style-type: none"> • Pursues ongoing learning through education, conferences, peer groups, and retreats • Exemplifies a healthy spirituality, inner life, and character of a leader • Works and lives out a Biblical moral and ethical code in personal life and relationships • Agrees with and adheres to the membership and staff documents of NPCC • Regularly attends the Stratford Sunday worship service • Grows through conflict and adverse circumstances, as well as intentional strategies • Follows the lead of the Holy Spirit with readiness and attentiveness 	