

# Lakeside United Methodist Church

## Children & Youth Director Job Description

HOURS: Flexible

SALARY: Starting at \$16,000

### QUALIFICATIONS:

- Have a personal relationship with Jesus Christ.
- A desire to teach and mentor children with patience and an accepting heart.
- Have some educational background in Christian education and biblical studies. Familiarity with Wesleyan/United Methodist theology is preferred.

### PURPOSE OF POSITION:

Ignite a desire for a genuine relationship with Jesus Christ, and equip children and youth to make good choices and share the love of Christ. Encourage and equip parents to develop a Christian lifestyle for their children and youth. Promote learning about the Bible and prayer while providing a safe and fun environment for spiritual growth. Provide opportunities and training for volunteers in leadership and community outreach. Coordinate a meaningful curriculum that encourages Christian growth and participation in mission.

### JOB DUTIES INCLUDE, BUT ARE NOT LIMITED TO:

- Work with the Education & Discipleship team and Pastor to direct the program ministries for children and youth.
- Must pass a background check and adhere to Safe Sanctuary policy
- Responsible for the oversight and leadership of Children and Youth Ministry, including: Sunday School, Children's Church, Special Events, Vacation Bible School, and one evening per week.
- Recruit, train, pray for, and involve children's ministry volunteers.
- Ensure all volunteers are background checked according to the policies of the church.
- Work with the music director to create a music program for the children.
- Communicate consistently with parents.
- Encourage UM Camp participation and plan fund-raisers for the same.
- Advocate for children with the church leadership and congregation.

### OTHER GENERAL EXPECTATIONS INCLUDE:

- Participate in the life of Lakeside UMC and support its' mission.
- Always exhibit professionalism, demonstrated by a well-groomed appearance, a conscientious work ethic, and being willing and able to work in a variety of settings and circumstances with composure and flexibility.
- Be conscious of the need for confidentiality.
- Lead discussions and group activities that lead to Christian growth.
- Be a self-starter, good at multi-tasking, and prioritize projects.
- Maintain personal spiritual development through the study of scripture, prayer, and Christian community.

### RESPONSIBLE TO:

- Directly accountable to the Pastor and staff parish relations committee. Meet monthly with the Pastor to reflect on ministry principles and evaluate ministry experiences. The position will be evaluated after 6 months.



# Lakeside United Methodist Church

2925 NW 66th St Oklahoma City, OK 73116 | 405-843-5777 | lakesideumcokc.org

Please complete and mail or email back to Lakeside United Methodist Church.

Attention: Rev Jack Terrell-Wilkes, 2925 NW 66th St Oklahoma City, OK 73116 or pastor@lakesideumcokc.org

Name: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Home Address: \_\_\_\_\_

School Address: \_\_\_\_\_

Years in College: \_\_\_\_\_ Major: \_\_\_\_\_

Email Address: \_\_\_\_\_

Church Affiliation/Membership: \_\_\_\_\_

## References:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Association: \_\_\_\_\_

Email: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Association: \_\_\_\_\_

Email: \_\_\_\_\_

Please attach answers to the following questions:

- Why do you want to work with Children and Youth?
- What are three gifts you bring to ministry?
- What experience do you have working with children or youth and religious organizations (i.e. churches, campus groups, camps, etc.
- What personal strengths would you bring to our ministry and what areas of growth do you hope to grow into?
- What do you see as the way God is calling you in life?
- Describe your relationship with God and Jesus Christ and how this work is a part of your overall Christian journey.