

JOB DESCRIPTION FOR DIRECTOR OF CHRISTIAN FORMATION

Purpose: To develop and support spiritual formation opportunities for church members of all ages.

Accountability: To Senior Pastor, Children's Ministry Team, Adult Ministry Team and Staff Oversight Ministry Team

Responsibilities:

Children's Ministry:

1. Serve as resource to Children's Ministry Team
2. Supervise nursery care
3. Recruit and train Sunday School teachers
4. Evaluate, recommend and purchase curriculum
5. Maintain work room / supply inventory
6. Oversee Bridge to Worship
 - a. Recruit and train leaders
 - b. Schedule stories
 - c. Maintain materials
7. Oversee Vacation Bible School
 - a. Recommend curriculum
 - b. Identify and support leadership
 - c. Assist with program logistics
8. Support children's worship experiences
 - a. Children at the Lord's Table
 - b. Acolyte program
9. Oversee Library Sermon for middle elementary/younger youth
10. Plan and supervise children's programming for All-Church Retreat
11. Assist with fellowship events
 - a. Birthday party for Jesus
 - b. Annual egg hunt

Adult Ministry:

1. Serve as resource to Adult Ministry Team
2. Support adult SS classes through planning, resources, and teaching as requested
3. Oversee annual Women's Retreat
4. Assist with annual officer training
5. Assist with new member classes
6. Provide spiritual formation materials and opportunities for seasons of the church year

Other:

1. Assist in leading worship
2. Assist with Rally Day
3. Serve as resource to the Fellowship Ministry Team