



JOB DESCRIPTION MINISTER OF CHILDREN

POSITION SUMMARY

The **Children's Minister** at Parkway Baptist Church serves as a vital member of the ministry team, providing strategic leadership and pastoral care for children from birth through 5th grade. This role exists to lead families and children into a growing relationship with Jesus Christ through age-appropriate biblical teaching, creative discipleship, safe environments, and strong partnerships with parents.

The Children's Minister will build a vibrant, gospel-centered children's ministry that supports the church's mission: *To Make Disciples that are: Driven by the Word of God, Transformed by the Spirit of God, and Sent by the Son of God.* This is a position ideal for a passionate, energetic, and theologically sound leader who loves children, equips volunteers, and partners with parents to raise the next generation of faithful followers of Christ. This position reports directly to the Senior Pastor.

PRIMARY RESPONSIBILITIES

- **Ministry Leadership & Strategy** Develop and implement a comprehensive children's ministry strategy and discipleship pathway for birth–5th grade that aligns with Parkway Baptist Church's vision and Southern Baptist doctrinal beliefs.
- **Programming & Teaching** Plan and oversee all children's programming, including Sunday morning Bible classes/worship, Wednesday nights, and special events such as Vacation Bible School (VBS), Awana, family nights, and camps. Ensure all teaching and activities are biblical, engaging, age-appropriate, and gospel-centered.
- **Volunteer Recruitment & Development** Recruit, train, equip, and pastor a large team of volunteers. Provide ongoing leadership development, encouragement, and appreciation to maintain a healthy and committed volunteer base.
- **Parent Partnership** Equip and resource parents to be the primary spiritual leaders in their children's lives through regular communication, training sessions, resources, and family-friendly events.
- **Safety & Administration** Maintain the highest standards of child safety, including background checks, secure check-in/check-out systems, security protocols, and full compliance with church and legal policies. Manage the children's ministry budget, curriculum selection, supplies, and facilities.
- **Pastoral Care & Discipleship** Provide loving pastoral care to children and their families. Minister to families during significant life events (births, illnesses, family crises, etc.). Disciple and mentor children toward personal faith in Christ and ongoing spiritual growth.

- **Collaboration & Integration** Work closely with the Senior Pastor, other ministry staff and church leadership to ensure generational discipleship and unified family ministry.

KEY QUALIFICATIONS

Spiritual & Character

- A clear personal calling to children's ministry and a vibrant, growing relationship with Jesus Christ.
- High moral character, integrity, and a shepherd's heart for children and families.
- Full theological alignment with Parkway Baptist Church's Southern Baptist beliefs and statement of faith. www.pbcsmyrna.org
- Successful completion of a background check.

Education & Training

- Bachelor's degree in Christian Ministry, Children's Ministry, Education, or a related field preferred.
- Training in children's ministry (Lifeway, or equivalent) is a plus.
- Ordained minister (or actively pursuing ordination) preferred but not required.

Experience

- Minimum of 2–4 years of hands-on experience in children's ministry (volunteer or paid).
- Proven ability to recruit, lead, and retain volunteers.
- Experience teaching the Bible to children in engaging and effective ways.

Skills & Abilities

- Passionate about kids and able to connect with them relationally.
- Strong leadership, organizational, and communication skills.
- Creative and energetic with the ability to plan fun, meaningful programs.
- Team player that collaborates well with staff, volunteers, and parents.
- Proficient in basic computer skills and ministry software.
- Warm, approachable, trustworthy, and dependable.
- Committed to the local church and excited to invest long-term at Parkway Baptist Church.

CLASSIFICATION

This is a full-time, salaried ministerial position with competitive salary and benefits package commensurate with experience and education. Salary range \$45,000-\$65,000 depending on experience.