

Crievewood United Methodist Church

Job Title: Director of Outreach, Missions, and Children's Ministry

Status: Full Time

Supervision: Reports to Senior Pastor

Summary: The Director of Outreach, Missions, and Children's Ministry oversees three areas of the church's ministry in our shared mission to create community where all have a place to belong, be loved, engage, serve, and grow.

Outreach Responsibilities:

- Connect with people beyond the walls of the church to share God's love and grace with them and seek ways to connect them with community through Crievewood UMC
- Maintain a presence in the Crieve Hall and wider community through attendance and participation in various events (Farmin' in the Hall, etc.)
- Facilitate connections between the church and the world through shared events, ministries, and other opportunities
- Create and lead a team to implement our third Project Thrive initiative around being a community hub for Crieve Hall

Missions Responsibilities:

- Recruit, equip, and support a team of volunteers to lead the missions and service ministries of Crievewood UMC
- Keep the missions focus of Crievewood UMC in front of the congregation and form connections to facilitate the missions focus
- Share stories of impact from missions with the congregation
- Alongside church volunteers, plan and coordinate various missions opportunities

Children's Ministry Responsibilities:

- Recruit, equip, and support adult volunteers to be in ministry with the children in all facets of the children's ministry (birth through 6th grade)
- Provide care and support for the children and their families
- Love the children where they are by developing a rapport and personal relationships with them and their families, learning where they are on their journey of faith, and investing in their lives
- Facilitate, coordinate, and lead regular discipleship opportunities and special events for the children to grow in their relationships with God and others, to learn

the Christian faith, and to serve the church and the world. These could include Children's Worship, Godly Play, worship packets, Sunday School, Vacation Bible School, Confirmation, Back to School Bash, milestone celebrations, and more

- Plan and coordinate periodic intergenerational church-wide events
- Encourage and equip children to engage in leadership opportunities within the children's ministry and the church
- Coordinate nursery support as needed through paid staff and/or volunteers
- Ensure that all children's ministry activities comply with Crieviewood's Safe Sanctuary policy and best practices for children's ministry

General Responsibilities:

- Administer the operations of these areas of ministry through budgeting, calendar coordination, communications, maintaining resources, ordering curriculum, etc.
- Attend staff meetings and any other necessary meetings
- Other duties as assigned

Optional Responsibilities for Clergy

(Pastor of Outreach, Missions, and Children's Ministry):

- Provide worship leadership on a regular basis
- Assist in the planning of worship
- Preach and teach classes (frequency TBD)
- Provide pastoral care, counseling, and visitation