

First Baptist Church of Dover, Florida
DIRECTOR OF CHILDREN'S MINISTRIES

Accountability: The Director of Children's Ministries reports to the Senior Pastor.

Duties and Responsibilities:

1. Recruits, trains, and coordinates all levels of volunteers for Children's Ministries.
2. Screens, assesses, and vets all volunteers in Children's Ministries.
3. Provides initial and ongoing training for all teachers and volunteers in Children's Ministry.
4. Conducts regular evaluations of teachers, curriculum, and classrooms to ensure that children are being taught the foundational aspects of the Christian Faith and the Holy Bible.
5. Cooperate with Pastors, Directors, Support Staff, and laity to ensure that the vision and strategy of FBC are being implemented at all levels of Children's Ministry.
6. Coordinate with Pastors, Directors, Support Staff, and laity to ensure that Children's Ministry does not become a "silo" but instead functions as an integral part of the entire scope of ministry at FBC.
7. Keep open lines of communication with parents.
8. Attends weekly staff worship and assigned staff meetings.
9. Participate in the annual budget process for Children's Ministries.
10. Coordinate childcare for FBC Dover services and events as requested.
11. Participate in the life and worship of the Congregation, which includes attendance at all worship services.
12. Performs other duties as assigned by the Senior Pastor.

Theological Qualifications:

1. Has a personal, active, and growing faith in the Triune God through a public profession of faith in Jesus Christ as Lord, Savior, and King.
2. Demonstrate his/her faith in the Lord Jesus Christ through a life in which the fruit of the Spirit is produced.
3. Affirms FBC's Doctrinal Statement (Baptist Faith & Message 2000).
4. Affirms a complementarian view of biblical masculinity and femineity.
5. Affirms the inspiration, inerrancy, and infallibility of the Holy Bible.
6. Aligns with and supports the Discipleship paradigm, Thirty Year Plan strategy, and the overall vision and direction of the Sr. Pastor and Pastoral staff.
7. Become an Active member of FBC Dover upon installment in this position.

Personal Qualifications:

1. Passionate about teaching and sharing the good news of Jesus Christ.
2. Comfortable with making difficult decisions.
3. Able to work in a fast-paced work environment.
4. Able to balance work and family.
5. Physically capable of sustained activity.
6. Spiritually and mentally healthy.
7. A hard worker.

Professional Qualifications:

1. Knowledge and experience in all aspects of Children's Ministries.
2. Maintains confidentiality as appropriate and accountable with church resources.
3. Seeks opportunities to grow professionally.
4. Understands and supports the polity, program, and mission of FBC Dover.
5. Has the ability to recruit and develop leaders.
6. Someone who can lead through both a "hands-on-approach" as well as a "train-and-delegate-approach."
7. An effective communicator.

Work Schedule: 30-35 hours/week

Experience: College degree in a relevant field; Children's ministries experience

Send Resumes to tj.francis@fbcdooverfl.com