

TITLE: Director of Oak Pointe Kids

STATUS: Part-Time

POSITION DESCRIPTION

The Director of Oak Pointe Kids provides vision and overall leadership to the children's ministry of OPCWB including program development, coordination, implementation and direction. The director leads a team consisting of Kids staff and volunteers in order to provide excellent children's ministries that are vital to the vision of Oak Pointe and the discipling and shepherding of children.

The director leads the Kids Management Team. The director also joins the Oak Pointe West Bloomfield Management Team providing leadership and support across ministries.

REPORTING RELATIONSHIP

Lead Pastor

WORKING RELATIONSHIPS

Works closely with the Kids Staff and Management Team, Oak Pointe Management Team.

CHARACTER

Demonstrates the qualities of a spirit led follower of Jesus Christ.

QUALIFICATIONS

Education

Bachelor's Degree preferably involving the education of children and family ministry. A mature Christ follower with formal Bible training or significant Biblical knowledge.

Experience

Has proven ability in the effective teaching of children and adults. Previous successful leadership in children's ministry and/or in a children's educational setting. Extensive experience promoting programs and recruiting and leading adult and student volunteers. Previous experience leading a staff team and developing and managing a budget. Parenting experience into the teen years.

Requirements

Membership or in process of membership at Oak Pointe. Affirmation of the vision and direction of Oak Pointe.

Characteristics

Exhibits Christ-like character including faith, courage, integrity, discernment, dependability, perseverance, humility, patience, and compassion. Has an overall positive radiant disposition. Is innovative, creative, a self-starter, proactive, teachable, a team builder, team player, detail oriented, and able to multitask. Is an effective communicator able to cast vision, motivate, inspire and influence others to take action. Possesses the spiritual gift of leadership.

Competencies/Skills

Computer competence, strong written and verbal communication skills. Designing and/or artistic eye is beneficial.

RESPONSIBILITIES

- Oversees all aspects of the children's ministry program assisted by the leadership of the Kids Management Team including budget, calendar, volunteer recruiting, training, and appreciation, communications, safety and security, facility, special needs, staff hiring, development and supervision, curriculum, programming, record keeping, etc.
- Responsible for the leadership development of staff to effectively handle ministry responsibilities providing training, guidance and support.
- Keeps programming cutting edge, effective and excellent through continuous evaluation, improvement and development.
- Provides spirit led vision for yearly ministry direction, themes, and initiatives which incorporates team insights and unity.
- Works closely with new program developments until they are effectively functioning and then provides support, guidance and evaluation for future improvement.
- Facilitates as needed the Family Ministry Team in seeking to encourage and equip families in their role as the primary faith influencers of their children. Seeks to continue developing and providing tools/programs to assist families in this endeavor and to partner with other ministries in this pursuit.
- Active member of the Oak Pointe West Bloomfield Management Team providing insight, support, and assistance to other ministries and Oak Pointe initiatives as needed. Coordinating all ministry responsibilities with church wide initiatives.
- Community Outreach Leader overseeing events targeted at children and families in the community such as Family Movie Nights, Spring Hill Camp, and Super Summer Event. Development of new outreach initiatives as the Lord leads.