



HARVEST KIDS MINISTRY DIRECTOR

POSITION:

One-Year Contract (from determined start date)
Part-Time (12 hours per week)
1 Office Workday (8 hours per week), 1 Sunday Morning (4 hours per week)

HARVEST CHURCH VISION:

We exist to Glorify God, through the fulfillment of the Great Commission, in the Spirit of the Great Commandment

JOB SUMMARY:

The Harvest Kids (HK) Director will oversee and facilitate all aspects of the Children's Ministry Program at Harvest Church Parry Sound. You will be part of a growing church, and a growing ministry team, consisting of 3 other staff members.

REPORTS TO

Senior Pastor

PRIMARY RESPONSIBILITIES:

- Provide oversight to a growing HK ministry during Sunday Morning Services
- Develop a Yearly Lesson plan following approved curriculum
- Actively recruit, develop and schedule HK volunteers from within the church
- Ensure Policies and Procedures are up to date and implemented
- Schedule Annual Training as per our Insurance Policy
- Ensure registration, attendance and ratio procedures are up to date and practiced during children's ministry events
- Source teaching tools and resources as required
- Follow up and engage with parents/guardians of all children
- Ensure the Children's Ministry space is equipped for each Sunday Service
- Oversee an annually allotted HK budget, making purchases as necessary in line with our Expense Policy.
- Coordinate childcare for church-wide events (e.g: Member Meetings, AGM) as requested

QUALIFICATIONS:

Character

1. Should be growing in the fruit of the Spirit (Galatians 5:22-23).
2. Spiritually maturing: a growing knowledge of the Word, a deepening prayer life, a passionate worshiper and actively and bold witness.
3. Should have a servant's heart.

Competency

1. Strong people/relational skills.
2. Solid organizational skills. Formal training is an asset but not required.
3. Must be a team builder and leader.
4. Computer experience is essential, and proficiency in Mac operating systems is an asset.

Chemistry

1. Committed to the local church and active in building community (Acts 2:42-47).
2. Must demonstrate an understanding of this role within the ministry of Harvest Church.

WORKING DAYS

- Sunday morning services (approximately 8:30 am – 12:30 pm).
- Flexible office schedule agreed upon with the Senior Pastor

APPLICANTS:

Please submit a reference and cover letter to our church offices by mail or electronic submission.

Email: info@hcps.ca

Mailing Address:

3 McMurray Street
Parry Sound, Ontario,
P2A 1E1

Application Deadline: February 29th 2024