



THE CHURCH OF THE GOOD SHEPHERD

Forest Hill Ave and 43rd Street, Richmond, VA

"To Know Christ and Make Him Known"

Children's Ministry Director

Church of the Good Shepherd (Episcopal)

www.goodshepherdichmond.org

April 1, 2024

Job Description

Church Mission: Good Shepherd is a Episcopal parish church whose mission is "To Know Christ and Make Him Known" with compassion and conviction.

The Children's Ministry Director will assist the clergy and members in the church's ministry to and with children. He or she will be charged with leading Christian formation (i.e. Sunday school) after Sunday worship for ages 5 to 12 (K through 6th grade) and developing special social events and activities for children from the surrounding neighborhood outside of Sunday morning.

Part Time—10 hours/week

Areas of Responsibility

Sunday Mornings:

Provide teaching, coordination and implementation of the chosen Sunday school curriculum

Work with priest and lay leaders to create and implement revised programming to maintain and grow attendance.

Special Events:

Develop and lead a calendar of Children's ministry special events (i.e. back to school blessing, Sunday school orientation/kick off, VBS, etc.)

aimed at attracting children from the surrounding neighborhood at times other than Sunday morning.

Nursery:

Manage and coordinate voluntary nursery workers.

Administration:

Responsible for coordinating volunteer teachers and assistants, completing check-in procedures and tracking weekly attendance.

The Children's Ministry Director will have the *minimum* weekly time commitments:

Sunday mornings: 9:00-11:30 (2.5 hours)

Staff Meetings: (0.5 hours)

Prep time, Relationship Building, and Communication: (2.5 hours)

Application Process:

1. Email Resume and Cover Letter to Fr Terry Miller, Rector at rector@goodshepherd-richmond.org
2. Interview with Rector and Lay Leaders working with Children's Ministry.
3. Complete Background check and Safeguarding training.